

Borough of Hellertown
Council Meeting Minutes
Tuesday, February 19, 2019

I. Call to Order – Thomas Rieger, 7:01 p.m.

II. Pledge - All

III. Roll Call – Cathy Hartranft

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

Also in attendance were Ed Andres, Bryan Smith, Tom Henshaw, Cathy Hartranft, Kris Russo, Angie Bauer, and Tina Krasnansky.

IV. Adoption of Meeting Agendum

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

V. Approval of Meeting Minutes

1. February 4, 2019

Motion made by Michael McKenna, seconded by Gil Stauffer, to approve the February 4, 2019, meeting minutes as written. Motion carried 6-0.

James Hill arrived at 7:03 p.m.

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 and Mrs. Hartranft thanked Mr. Henshaw for his faithful service and his commitment to the community.

Mr. Rieger- I would like to recommend Council schedule a community round table to further discuss the Public Works Building project.

Motion made by Gil Stauffer, seconded by Michael McKenna, to advertise a special meeting on April 8, 2019, at 6:30 p.m. to discuss the Public Works Building project and to send letters to adjoining property owners. Motion carried 7-0.

B. Mayor

Mayor Heintzelman- Bushes are still available for purchase to place at Dimmick Park.

Chief and I attended a breakfast hosted at St. Theresa.

The Honors & Hors d'oeuvres Chamber event will honor local businesses, individuals and organizations. This event will be held at the Steel Club on April 11, 2019.

C. Council

Council had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer - None

B. Engineer

1. Report

Mr. Smith- The Dimmick Park Playground has been sending in submittals. We are waiting on a response from DCNR.

The Water Street Bridge Project is still on track.

C. Solicitor

Mr. Andres- Staff and Mr. Corriere will be meeting next week to discuss potential amendments to the wire communications ordinance.

D. Manager

1. Yearly Report

Mrs. Hartranft presented her 2018 Yearly Report.

Motion made by Earl Hill, seconded by Andrew Hughes, to receive the 2018 Manager's Report. Motion carried 7-0.

Mrs. Hartranft- With the retirement of Mr. Henshaw, the Borough will need to designate another authorized check signer. It has typically been the Public Works Director.

Motion made by Philip Weber, seconded by Earl Hill, to authorize staff to obtain the necessary paperwork to designate the interim Public Works Director, Barry Yonney, as a check signer effective March 1, 2019. Motion carried 7-0.

E. Chief of Police

1. 2018 Yearly Report

Chief Shupp presented his 2018 Yearly Report.

Motion made by Philip Weber, seconded by Michael McKenna, to receive the Police Yearly Report and make a part of these minutes. Motion carried 7-0.

2. Monthly Report

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

Mrs. Hartranft- We received a proposal from Tim Walters to reseed Water Street Park. The cost is \$5,460.00 and is a budgeted item.

Motion made by Earl Hill, seconded by Michael McKenna, to proceed with the project and look into lockable gates and a barricade system to protect the grass. Motion carried 7-0.

G. Zoning/Codes Officer

1. Monthly Report

Mr. Russo- Most of the complaints that were received last month were snow related.

This year starts the second round of rental inspections and it is going much better.

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

2. Consent Agenda

- i. Approval of 2019 User's Agreement for Saucon Valley Diamond Sports- Council Action
- ii. Approval of 2019 Pool User's Agreement for Mountain House Day Camp- Council Action
- iii. Approval of Special Event Request for Saucon Valley Farmers' Market- Council Action
- iv. Approval of Special Event Request for Bike Races in the Cinders Banks- Council Action
- v. Approval to Light Plaza Fountain Purple for National Crime Victims Rights Week, April 7-13, 2019- Council Action
- vi. Approval of Request for Waiver of Yard Sale Fees for the Community Yard Sale- Council Action

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

XI Announcements

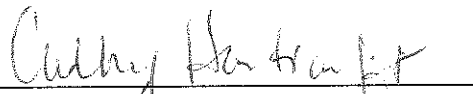
Mr. Rieger- An Executive Session will be held prior to the March 4, 2019, meeting beginning at 6:00 p.m. to discuss personnel and contracts.

XII. Executive Session – None

XIII. Adjournment

Motion made by Michael McKenna, seconded by Earl Hill, to adjourn the meeting at 7:51 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 4th Day of March 2019.


Borough Secretary

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

January 2019

This is the monthly report for the Hellertown Police Department from January 1st through January 31st, 2019.

During the month of January the Police received 388 calls for service. We did receive 3 Theft, 5 Domestic/Assault, 1 Fraud, 1 Burglary and 14 traffic collision calls. We wrote 196 citations.

The Police Department filed 47 charges including 30 for Narcotics Possession, 4 for DUI, 1 for Assault, 4 for Theft and 2 for Terroristic Threats.

In January some officers are completing mandatory update training for M.P.O.E.T.C. Our calls were slightly higher than last January and our number of arrests were significantly higher than last year. We are currently working on a good fraud case and hope to have that wrapped up shortly. Any questions or concerns feel free to call or stop by.

Chief Robert Shupp III

PUBLIC WORKS AND PARKS DEPARTMENT
MONTHLY REPORT
January 2019

1 Activity Completed

Service and new cutting edge on backhoe.
Removed decorations, Christmas tree and lighting from Bandshell.
Undecorated Borough hall and Plaza also removed wreaths along Main ST.
Accident clean up at Lost Cave.
Removed landscape ties, cut up and loaded into trash truck from Dimmick playground. Installed construction fence around site.
Trimmed fire bushes and trees at plaza .
Changed bulbs on landing and in lobby of Borough Hall.
Demoed playground in Dimmick, hauled steel to scrap yard, concrete to Crushcrete, wood chips to Compost and loaded geotextile into trash truck.
Emptied trash and cleaned Borough Hall from 1/12- 2/8.
Trimmed trees at Grist Mill barn.
Loaded salt trucks and installed plows on 1/17.
Call-out 4:15 am 1/18, salting and sidewalk cleaning.
Call-out 7:30 am Sat. 3 man salt crew.
Crew out , snow clean up -streets , alleys , lots and sidewalks.
Emptied and cleaned trucks after storms.
Serviced sweeper and power washed radiator .

2 Other

Double garbage route on 1/2.
Cleaned shops and lunch room weekly.
Loaded trucks for storm -1/7.
Inspection on # 26 and #6 pickups.
Crew attended Lamont Yobs viewing.
Cleaned out wash bay pit.
Cleaned out Willow Rd. swale.
Swept Main and misc. streets.
Filled dog waste bag dispensers weekly.
Stocked paper products in Borough Hall.
1/29 and 1/30 another storm, plowing streets ,alleys, lots and sidewalks.

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

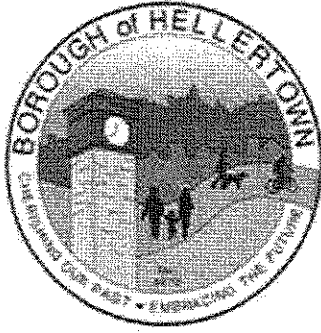
Changed main broom on sweeper.
Sweeper training for Jake, Casey and John.
Pushed up piles at Compost Center.
Cleaning out of Public Works office.
Repaired tarp and replaced motor on #7 Gmc dumptruck
Fixed oil leak on #13 plow and marker on #8.
Replaced auger pump on #13.
Installed power cable for Borough Hall water bug.
Installed new light lenses in Dimmick rest rooms.

4 Council Meetings

Meeting with Manager, misc. Borough business .
Precon. meeting for Dimmick playground.
Retirement meeting with Manager and Tina.
Meeting with Manager and Barry Yonney.

5 OTHER

Emptied trash barrels on every Fri



BOROUGH OF HELLERTOWN

Zoning and Codes Office

685 Main Street

Hellertown, Pennsylvania 18055-1745

Hellertownborough.org

610-838-7041 * Fax 610-838-0500

2019 Monthly Report Jan 21-Feb 14

Local Permits Issued:	2
BIA Permits Issued:	8
Sidewalk Inspections:	4
Residential Rental Inspections:	18
Fire Inspections:	0
Service Requests/Complaints	27
Citations:	0
Planning Commission activity:	None
ZHB activity:	None
Meetings/Classes attended:	1 Borough Council 0 Z.H.B. 0 Planning Commission 1 Blight Task Force Northampton County
Court Appearances:	0
Other Information:	
Business Activity:	Merry Maids cleaning service: looking to occupy 1322 main St.(previously Long and Foster Realtors)

Borough of Hellertown
Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 1/21/2019 AND 2/14/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
1/21/2019	Z-190026	FASCHNAUT LLC,	1222 MAIN ST	Q7NW3D-4-11	\$955.00	\$25.00
	Zoning	Sign Permit				
2/11/2019	Z-190047	ODONNELL LAWRENCE ET AL,	1170 1ST AVE	Q7NW3D-8-2	\$4,500.00	\$75.00
	Zoning	Fence				

TOTAL NUMBER OF PERMITS: 2
TOTAL ESTIMATED VALUE: \$5,455.00
TOTAL PERMIT FEES: \$100.00

Summary by Type

**Borough of Hellertown
Monthly Permit Report**

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FOR PERMITS ISSUED BETWEEN 1/21/2019 AND 2/14/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST. VALUE	
1/24/2019	P-190029	LAUBLE, JEFFREY And SARAH,	244 MAIN ST	Q7SW3A-8-1	\$0.00	\$74.50
	Plumbing	Garage Bathroom				
1/28/2019	M-190033	ACKERMAN, GLADYS S,	1215 1ST AVE	Q7NW3D-6-6	\$7,175.00	\$74.50
	Mechanical	Generator Hookup				
1/28/2019	M-190031	POLEY, RACHAEL,	1514 CLAUSER ST	Q7NW3A-1-6A	\$10,645.00	\$74.50
	Mechanical	Furnace Replacement				
1/28/2019	E-190032	ACKERMAN, GLADYS S,	1215 1ST AVE	Q7NW3D-6-6	\$7,175.00	\$189.50
	Elect	Generator Residential				
2/1/2019	F-190037	POLEY, RACHAEL,	1514 CLAUSER ST	Q7NW3A-1-6A	\$22,200.00	\$79.50
	Roof	Roof-Residential				
2/4/2019	P-190042	CHASE, PATRICIA A,	1632-34 MAIN ST	Q7NW2D-7-13	\$0.00	\$74.50
	Plumbing	Residential				
2/4/2019	M-190041	CHASE, PATRICIA A,	1632-34 MAIN ST	Q7NW2D-7-13	\$2,300.00	\$74.50
	Mechanical	Replacement-Residential				
2/11/2019	E-190046	STACKHOUSE, JONATHAN G,	438 WILLOW RD	Q7SE4A-5-2	\$1,000.00	\$79.50
	Elect	Service Upgrade				

TOTAL NUMBER OF PERMITS:	8
TOTAL ESTIMATED VALUE:	\$50,495.00
TOTAL PERMIT FEES:	\$721.00

Summary by Type

7 Residential

Borough of Hellertown
Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 1/21/2019 AND 2/14/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
1/21/2019	S-190027	SNYDER, TERRY LEE,	1085 EASTON RD	Q7SW2B-3-13	\$0.00	\$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application				
1/31/2019	S-190036	LEVIS, ELIZABETH And CROSSWY,	845 JUNIPER RD	Q7SE1D-1-17	\$0.00	\$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application				
1/31/2019	S-190034	CORCORAN, MARK And KRISTIN,	232 KICHLINE AVE	Q7NW2D-5-1	\$0.00	\$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application				
2/7/2019	S-190044	LASKY, DANIEL J And MILLER, DON	408 WILLOW RD	Q7SE4A-5-7	\$0.00	\$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application				

TOTAL NUMBER OF PERMITS: 4
TOTAL ESTIMATED VALUE: \$0.00
TOTAL PERMIT FEES: \$100.00

Summary by Type

HELLERTOWN POLICE DEPARTMENT

YEARLY REPORT FOR 2018

This is the yearly report for the Hellertown Police Department for 2018. In 2018 the police department received 4288 calls for service, averaging approximately 12 calls per day. This is about one less call per day than we received in 2017. We did receive 4 Sexual Assault, 44 Theft, 80 Domestic/Assault, 23 Fraud, 2 Burglary, 3 Robbery, 1 Prostitution, 2 Cruelty to Animals and 2 Motor Vehicle Theft calls. We had 147 traffic collisions and wrote 1,750 citations. All of these numbers have become normal for us in the past few years. We did see a slight increase in Theft, Robbery and Forgery/Fraud calls. We also saw a 10% increase in traffic collisions along with a 13% increase in citations. This is the second year in a row we have seen a double digit percent increase in citations. We did however see a slight increase in our theft calls. It is difficult to pinpoint an exact reason for the increase, but I would contribute some of it to the opioid epidemic. People addicted to opioids become very desperate and will do just about anything to fund their addiction. We did however close out 88% of our theft calls by arrest. Our guys did a fantastic job of making arrests in theft cases for 2018. A closure rate of 88% for these calls is absolutely astounding.

The Police Department filed 416 charges in 2018. This is almost a 20% increase from the number of charges filed in 2017. We filed 62 DUI, 170 Narcotics, 9 Possession with the Intent to Deliver Narcotics, 14 Assault, 39 Theft, 11 Fraud/Forgery, 11 Sexual Assault, 1 Burglary, 10 Robbery/Attempted Robbery, 2 Cruelty to Animals and 1 Child Pornography charges in 2018. Our number of DUI arrests increased 32%, our Narcotics Possession charges increased almost 15% and we had 9 PWI charges in 2018. As everyone reads in the paper narcotics are becoming rampant everywhere. We do a great job in our fight against the increase, especially in the area of PWI. People charged with PWI are basically the people in our town who sell drugs. PWI cases are lengthy and take a lot of man hours to investigate. These cases can span across our county as well as other counties and even states. We do utilize our county task force when investigating some of these cases simply because, in conjunction with HPD, it gives us greater manpower. In 2018 we did another great job on all of our PWI cases and we are working hard to keep these people out of our town. The increase in the number of DUI arrests is directly contributed to people driving under the influence of Narcotics. We are very fortunate to have our own Drug Recognition Expert, Officer Fischer, on our department.

In 2018 we conducted multiple tours of our department and equipment for local organizations such as the boy scouts and girl scouts, Sgt. Johnston installed numerous car seats for residents, we participated in Catholic Schools week by attending lunch with the kids at St. Theresa's, we had our annual tent at Community Day, did our normal participation in the Halloween Parade and our vehicle and bike patrol officers were out during trick or treat handing out glow necklaces, bracelets and candy to kids. We teamed up with 7-11 and participated Operation Chill, where officers hand out coupons for free slurpee's to kids who are observed doing something good. We had a couple of firsts

last year with the ice cream bike run and the Mayor for the day, both of which were extremely well received.

Once again we had many officers attend trainings in 2018. Training is always a point of emphasis so officers can continuously learn new ways to police. All of our officers attended our yearly mandatory updates through MPOETC, our yearly defensive tactics training and our, twice a year, firearms qualifications and training. Detective Dattilio and Corporal Donato are our firearms instructors and have been doing an excellent job. We have seen our average qualification scores increase dramatically over the past few years. We have also been utilizing our Force on Force simunitions weapons, which we bought through a casino grant, during defensive tactics training. The officers have nothing but good things to say about the weapons, specifically how realistic they are. All officers also recertified in SFST and DUI checkpoint training. Officer Piotrowski, Officer Andree, Officer McCartney and Corporal Donato attended an advanced lifesaving course in which they learned how to utilize our trauma packs and tourniquets for many different injuries. They were able to come back and teach the rest of us what they had learned. Officer Piotrowski, Detective Dattilio and Corporal Donato attended an advanced Juvenile Interviewing class also. Officer Fischer was again recognized as a top 10 municipal DRE by the State of Pennsylvania and attended a DRE conference in Nashville in which he was recognized. This is our third year carrying NARCAN. We used NARCAN 6 times in 2017 and all 6 uses were successful.

We received multiple grants in 2017. We received a ballistic vest grant for bullet proof vests, a click-it-or-ticket grant, an aggressive driving grant, a grant to specifically target juveniles driving without seat belts, and a grant to target car seat usage.

We did our Junked and Abandoned vehicle initiative again in 2018 and found some vehicles not in compliance but as a whole residents are doing a good job inspecting and registering their vehicles just like last year. The new Ordinance is in effect and has helped us in certain situations. Once again we did an outstanding job investigating and prosecuting Narcotics/PWI cases in the Borough. Detective Dattilio is doing an outstanding job in investigations. As a whole the guys did a great job again in 2018 working on and solving cases. Everything went pretty well in 2018 and we will be striving to make Hellertown a safer community in 2019!

Chief Robert Shupp III