

Borough of Hellertown
Council Meeting Minutes
Monday, March 4, 2019

An Executive Session Was Held Prior To The Meeting At 6:00 P.M. To Discuss
Contract Negotiations.

I. Call to Order – Thomas Rieger, 7:07 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 Michael Corriere, Bryan Smith, Barry Yonney,
Cathy Hartranft, Kris Russo, and Angie Bauer.

IV. Adoption of Meeting Agendum

Motion made by Earl Hill, seconded by Philip Weber, to adopt the meeting
agendum as written and to conduct the Conditional Use Hearing once the
court reporter arrives. Motion carried 7-0.

V. Approval of Meeting Minutes

1. February 19, 2019

Motion made by Philip Weber, seconded by Michael McKenna, to
approve the February 19, 2019, 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- I will need an Executive Session at the conclusion of tonight's meeting.

Council would like to welcome Barry Yonney to his new position as Public Works Director.

B. Mayor

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

I would like to commend Public Works for the wonderful job during the last snow storm.

C. Council

Council had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer

1. January 2019

Motion made by Michael McKenna, seconded by Philip Weber, to receive the January 2019 Treasurer's Report. Motion carried 7-0.

B. Engineer

1. Report

Mr. Smith had only agenda items to discuss.

Council inquired as to the cone that was placed on the new brick pavers on Water Street.

Mr. Yonney- The sign was hit and pulled the bricks out of the ground. We placed a cone there so people don't trip until it can be replaced.

C. Solicitor

Mr. Corriere- Officer Pfancook was not vested in the Police Pension Plan at the time of his furlough. The pension plan is required to refund all of the contributions which was approved by the Police Pension Board. His contributions to date are \$4,288.49 plus the interest earned. The Borough is still waiting on signed papers from the officer.

Council will discuss this item at the March 18, 2019, meeting. Mr. Corriere will look into whether the officer will be required to pay back the cashed out contributions if he is hired back as a full-time officer.

D. Manager

Mrs. Hartranft had only agenda items to discuss.

E. Chief of Police

Chief Shupp- The police department hosted two Crimewatch meetings which were well received.

The Public Works and Police did a great job working together during the last snow storm.

F. Public Works Director

Mr. Yonney- The posts of the fence at Water Street Park along the Rail Trail that are deteriorating. I would like to replace with concrete posts so we won't have to replace them as often.

We are running low on salt this year so we have increased the requested tonnage for next winter.

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

2. Discussion on Trick-or-Treat Date

Mr. Rieger- In January, the Partnership authorized a survey be conducted to get input as to which day the public would prefer for Trick-or-Treat. Hellertown made up 55 percent of the responses. An overwhelming majority voted to have Trick-or-Treat on Halloween Night.

Motion made by James Hill, seconded by Gil Stauffer, to have Trick-or-Treat on Halloween Night from 6:00 p.m. to 8:00 p.m. Motion carried 7-0.

Mr. Heintzelman reminded the public that this will be the case for every Halloween and will not be rescheduled due to any school events.

Mr. Rieger- Lower Saucon Township will also need to approve results.

3. Approval of Subdivision at 1233 3rd Avenue- Council Action

Mr. Smith- This was brought before the Planning Commission. It is currently one lot with a single family home. They would like to create three parcels and add a home to each new parcel. Off-street parking will be available and there will be on-lot stormwater management.

Motion made by Philip Weber, seconded by Earl Hill, to accept the plan with the conditions set forth in the Engineer's letter dated November 5, 2018 and payment of all fees. Motion carried 7-0.

4. Approval of Step Increase for Jake Yonney and Casey Koch- Council Action

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

5. Authorization to Send Outstanding 2018 Real Estate Taxes to Northampton County Tax Claim- Council Action

Mrs. Hartranft- The 2018 outstanding Real Estate Taxes are \$58,108.53.

Motion made by Michael McKenna, seconded by Earl Hill, to send 2018 outstanding Real Estate Taxes to Tax Claim. Motion carried 7-0.

6. Authorization to Send 2018 Outstanding Sanitation/Recycling Assessments to Creditech- Council Action

Mrs. Hartranft- The 2018 outstanding Sanitation/Recycling Assessments are \$42,964.35.

Motion made by Michael McKenna, seconded by Earl Hill, to send 2018 outstanding Sanitation/Recycling Assessments to Creditech. Motion carried 7-0.

7. Acknowledgement of Hellertown Royals Request to Use East End Field- Council Action

Motion made by Philip Weber, seconded by Michael McKenna, to acknowledge the Royals request to use East End Field. Motion carried 7-0.

8. Approval of User's Agreement for Saucon Valley Youth Sports- Council action

Motion made by Earl Hill, seconded by Andrew Hughes, to approve the 2019 Saucon Valley Youth Sports Agreement. Motion carried 7-0.

9. Approval of Special Event Request for Easter Egg Hunt, April 20, 2019- Council Action

Mrs. Hartranft- The Hellertown Historical Society is also requesting a waiver of the pavilion rental fees.

Motion made by Earl Hill, seconded by Gil Stauffer, to approve the Easter Egg Hunt and waive the pavilion fees. Motion carried 7-0.

10. Approval of Special Event Request for Songbirds in the Park- Council Action

Motion made by Philip Weber, seconded by Michael McKenna, to approve the Songbird in the Park event contingent on all fees being paid. Motion carried 7-0.

*******Conditional Use Hearing For 720 Main Street*******

This portion of the meeting was transcribed by a Court Reporter.

Mr. Corriere opened the conditional use hearing and swore in Kris Russo, Philip Weber, Bryan Smith, Robert Grim, Kenneth Rampolla, and Anthony Gangi to give testimony. Lost Tavern Brewing is looking to purchase the property at 720 Main Street to use as a warehouse and an expanded brewing operation. The property being discussed is in the Town Center Zoning District.

Mr. Corriere noted that the Borough did receive one objection to the project that was filed by GLP, LLC. Their attorney, Irv McLain, was not present for the hearing. They have 30 days to appeal if they do not agree with the outcome of this hearing.

Mr. Grim noted that there will be nothing happening in the proposed building that is not currently being done at the current facility.

Steve LaBrake and Ricky Gower both commented in support of the project.

There was no public comment or any additional objections.

Mr. Rieger- The testimony seems in favor of granting the conditional use. The project fits in the Comprehensive Plan.

Motion made by Earl Hill, seconded by Philip Weber, to approve the conditional use contingent upon requirements as set forth in the Engineer's Letter dated February 11, 2019. The current 14 parking spaces are adequate, they meet the requirements for site lighting, must follow the ordinance for noise and odors, and must remain in compliance with any state regulations. Motion carried 7-0.

Mr. Corriere will write an opinion and send a copy to Attorney McLain.

The Conditional Use Hearing was concluded at 8:06 p.m.

XI Announcements- None

XII. Executive Session

Motion made by Earl Hill, seconded by Michael McKenna to adjourn to Executive Session at 8:07 p.m. Motion carried 7-0.

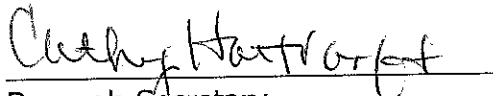
Mr. Corriere advised that the Executive Session is being held to discuss potential litigation.

Council reconvened from Executive Session at 8:45 p.m. Mr. Corriere reiterated that the Executive Session was being held to discuss potential litigation.

XIII. Adjournment

Motion made by Andrew Hughes, seconded by Philip Weber, to adjourn the meeting at 8:46 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 21st Day of March 2019.


Borough Secretary

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

February 2019

This is the monthly report for the Hellertown Police Department from February 1st through February 28th, 2019.

During the month of February the Police received 333 calls for service. We did receive 4 Theft, 9 Domestic/Assault, 1 Sex Offense, 3 Fraud, 1 Child Abuse and 4 traffic collision calls. We wrote 99 citations.

The Police Department filed 26 charges including 10 for Narcotics Possession, 8 for DUI, 2 for Theft and Receiving Stolen Property, 1 for Carrying a loaded Firearm without a License and 1 for Assault.

Officers are still completing their updates at the Police Academy. Our call volume for the month was 30 more than compared to last year. We did have a busy month regarding charges and the guys are doing a great job. Any questions feel free to stop in or call.

Chief Robert Shupp III

**PUBLIC WORKS AND PARKS DEPARTMENT
MONTHLY REPORT
FEBRUARY 2019**

1 Activity Completed

Installed New Grill at Pavilion
Cut Brush Along Rail Trail
Trimmed Trees at Tumminello
Removed Fallen Branches from Rail Trail
Replaced Broken Mirror & Ceiling Tile in Men's Room
Secured Lost Cave Sign at Shopping Center
Installed Truck Signage at Kichline, Kiernan, and Clauser
Removed Trees from Mill Race
Replaced Damaged Street Signs
Provided Barricades for Police Emergency
Plowed and Salted 2/12, 2/13, & 2/20
Training with Barry Yonney
Re-Installed Fallen Fence at Dimmick Park Playground

2 Other

Cleaned shops and lunch room weekly.
Inspection on #2 Dump Truck
Cleaned out wash bay pit.
Swept Main and misc. streets.
Filled dog waste bag dispensers weekly.
Stocked paper products in Borough Hall.
Unloaded & Cleaned Trucks after winter storms

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

Completed Body Work on Sanitation Truck
Pushed up piles for salt and anit-skid
Cleaning out of Public Works office.

4 MEETINGS

Council Meetings
Meeting with Manager, misc. Borough business .
Retirement meeting with Manager and Tina.
Meeting with Manager and Barry Yonney.
Compost Center Meeting
Tim Walters for Water Street Park Grass Project

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

2018 Yearly report

Violation Notices/Notices of Complaint: 341 *(increase from 2017)*

Citations Issued: 4 *(decrease from 2017)*

Residential rental inspections: 66 *(decrease from 2017)*

Local Permits Issued: 189 *(decrease from 2017)*

B.I.A. Permits Issued: 170 *(decrease from 2017)*

Fire Inspections: 49 *(decrease from 2017)*

Notable activities in the Zoning Office:

- The codes office processed 12 new commercial businesses in 2018.
- I attended community day to interact with the residents and help answer any zoning/codes questions.
- I participated in the first annual Hellertown vs Lower Saucon softball game.
- I attended the following all day classes:
 - National Electric Code Update
- I completed the following online courses:
 - Differences between level 1, 2 and 3 alterations
- I completed fire inspections in zone 4
- I completed rental inspections in zone 4
- \$39,624.00 was awarded for Façade improvement grants
- This office has been involved with and attended meetings for the Blight Task Force of Lehigh Valley
- This office continues to meet with developers and advisors related to possible Borough development.
- This office participated in updating the Hazard Mitigation Plan
- I was involved with bringing the pool snack stand into compliance with the PA Department of Agriculture.
- I attended multiple meetings related to Development of the Champion Spark Plug Site.

Planning Commission Activity for 2018:

Facade Grant Approval for 415 Front St.

1233 3rd Ave Subdivision approval to make 1 parcel into 3.

Conditional site plan approval for 1160 Main St. Clothing Boutique

Facade Grant Approval for 415 Main St.

Conditional Approval for 650 Northampton St. installation of cell tower equipment.

Facade Grant Approval for 415 Front St.

Facade Grant Approval for 1222 Main St.

Site Plan Approval 415 Front St. Animal Crematory

Site Plan Approval 1310 Main St. Coffee/Ice Cream Shop

Zoning Hearing Board Activity for 2018:

Zoning variance granted for 85 Division St. Applicant separated the accessory parking for 708 Main St. from 85 Division St.

Business activity for 2018

New for 2018:

Liberty Wealth Management
All Bright Yoga
Morganelli Properties
Mystical Treatss
Lehigh Oral and Maxillofacial Surgery
Saucon Source
ValleyWide Movers
RC Moore Vintage Clothing
Farmers Insurance
Ironstone Barbell
Color Wheel Creations
Framed Microblading

Out of Business 2017:

Yoga Mo's
Charming Grace Boutique
Psychic Readings
Red Eagle Black Belt
Hero Electric
Bank of America
1774 Grille



BOROUGH OF HELLETTOWN

Zoning and Codes Office

685 Main Street

Hellertown, Pennsylvania 18055-1745

Hellertownborough.org

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

2019 Monthly Report Feb 14-Mar 12

Local Permits Issued:	6
BIA Permits Issued:	7
Sidewalk Inspections:	2
Residential Rental Inspections:	26
Fire Inspections:	0
Service Requests/Complaints	19
Citations:	0
Planning Commission activity:	720 Main St. Conditional Use-Brewery 85 Division St.-Subdivision
ZHB activity:	None
Meetings/Classes attended:	2 Borough Council 0 Z.H.B. 1 Planning Commission
Court Appearances:	0
Other Information:	
Business Activity:	The Coffee Shop -open

Borough of Hellertown
Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 2/14/2019 AND 3/12/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
2/19/2019	Z-190051	BURNS, JOHN R And DOREEN R,	1106 EASTON RD	Q7NW3C-15-4	\$3,321.00	\$75.00
	Zoning	Fence				
2/21/2019	Z-190054	ORLEMANN, CHRISTOPHER W,	101 W CLARK ST	Q7NW3A-8-14	\$18,500.00	\$150.50
	Zoning	Swimming Pool				
3/5/2019	Z-190068	ORLEMANN, CHRISTOPHER W,	101 W CLARK ST	Q7NW3A-8-14	\$8,000.00	\$100.00
	Zoning	Deck				
3/5/2019	Z-190067	SNYDER VENTURES LLC,	1319 MAIN ST	Q7NW3D-5-19	\$5,600.00	\$100.00
	Zoning	Sidewalk				
3/6/2019	Z-190069	WRIGHT, MELVIN J And ALISON E,	648 MAIN ST	Q7SW2D-8-4	\$0.00	\$75.00
	Zoning	Sign/Awning permit				
3/6/2019	O-190070	WRIGHT, MELVIN J And ALISON E,	648 MAIN ST	Q7SW2D-8-4	\$0.00	\$50.00
	Compliance	Full-Commercial				

TOTAL NUMBER OF PERMITS: 6
TOTAL ESTIMATED VALUE: \$35,421.00
TOTAL PERMIT FEES: \$550.50

Summary by Type

1 Commercial

**Borough of Hellertown
Monthly Permit Report**

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FOR PERMITS ISSUED BETWEEN 2/14/2019 AND 3/12/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
2/21/2019	M-190057 Mechanical	SANTORE, THOMAS M SR And DON	872 NEW YORK AVE	Q7SW2C-5-5	\$8,550.00	\$74.50
2/21/2019	E-190056 Elect	ORLEMANN, CHRISTOPHER W,	101 W CLARK ST	Q7NW3A-8-14	\$2,000.00	\$94.50
2/21/2019	B-190055 Build	ORLEMANN, CHRISTOPHER W,	101 W CLARK ST	Q7NW3A-8-14	\$18,500.00	\$104.50
2/26/2019	P-190053 Plumbing	LATASSA, FRANK,	620 NORTHAMPTON ST	Q7SW2D-9-2C-	\$1,154.00	\$74.50
2/26/2019	E-190051 Elect	MATEY, RAYMOND E JR And DIANE	30 E HIGH ST	Q7NW3A-10-2	\$6,559.00	\$79.50
2/26/2019	B-190062 Build	WEBB, MATTHEW,	222 W HIGH ST	Q7NW3A-7-1	\$3,975.00	\$84.00
3/12/2019	E-190073 Elect	JAO SAUCON LLC,	1332 EASTON RD	Q7NW3B-13-3	\$1,200.00	\$79.50

TOTAL NUMBER OF PERMITS: 7
TOTAL ESTIMATED VALUE: \$41,938.00
TOTAL PERMIT FEES: \$591.00

Summary by Type

7 Residential

Borough of Hellertown

03/12/2019

Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 2/14/2019 AND 3/12/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
2/22/2019	S-190059	SMITH, CHARLES SIDNEY III,	51 BACHMAN ST	Q7NW3D-4-25	\$0.00	\$25.00
	SideInsp	Sidewalk And Curb Inspection Application				
3/11/2019	S-190071	US BANK NATIONAL ASSOCIATION,	812 MAIN ST	Q7SW2D-2-1	\$0.00	\$25.00
	SideInsp	Sidewalk And Curb Inspection Application				

TOTAL NUMBER OF PERMITS: 2
TOTAL ESTIMATED VALUE: \$0.00
TOTAL PERMIT FEES: \$50.00

Summary by Type