

Borough of Hellertown
Council Meeting Minutes
Monday, March 18, 2019

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

IV. Adoption of Meeting Agendum

Motion made by Philip Weber, seconded by Earl Hill, to adopt the meeting agendum as written and recognize Saucon Valley Athletics before Courtesies of the Floor. Motion carried 7-0.

V. Approval of Meeting Minutes

1. March 4, 2019

Motion made by Gil Stauffer, seconded by Earl Hill, to approve the March 4, 2019, meeting minutes as written. Motion carried 7-0.

*******Proclamations to Saucon Valley Athletics*******

Mayor Heintzelman presented proclamations to State Qualifiers, State Medalist, and State Champions in Swimming, Diving, Wrestling, and Track & Field.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Hellertown Area Library- Presentation of 2018 Annual Report

Ms. Rotherham- The Library saw a 11.6 percent increase in users of the library. A new firewall was purchased from Capital Funds. The new stucco and roof were installed using grant funding and gifts. We will have a new website coming shortly. The Library is seeking donations toward a mobile book bike.

Motion made by Andrew Hughes, seconded by Michael McKenna, to receive the 2018 Library Annual Report. Motion carried 7-0.

B. Agenda Items- None

C. Non-agenda

1. Bill Broune, 205 E. Saucon Street- Mr. Broune noted that Hellertown has the highest tax rate in the County. He expressed his displeasure with most of the votes on Council being unanimous and feels that Council should "argue more" to represent a broader range of beliefs.

VII. Reports from Elected Officials

A. President

Mr. Rieger- There will be a ribbon cutting at Mystical Treatsss on March 22, 2019.

B. Mayor

Mayor Heintzelman- I was honored to be able to perform the ceremony at Angie's wedding on March 14th.

There have been 74 bushes purchased to date. Our goal is to reach 90 bushes.

C. Council

Council had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer

1. February 2019

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

B. Engineer

1. Report

Mr. Smith- The playground equipment for Dimmick Park has been ordered with delivery scheduled for the first or second week of April. I should have a construction timeline for Council at the April 1, 2019, meeting.

C. Solicitor

Mr. Corriere had only agenda items to discuss.

D. Manager

Mrs. Hartranft had only agenda items to discuss.

E. Chief of Police

1. 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 Philip Weber, seconded by Michael McKenna, to receive the Public Works Monthly Report and make a part of these minutes. Motion carried 7-0.

Mr. Yonney- The artificial Christmas Tree will be delivered soon. We are going to assemble the tree and decorate it before storing it at Tumminello.

G. Zoning/Codes Officer

1. 2018 Yearly Report

Motion made by Philip Weber, seconded by Earl Hill, to receive the 2018 Zoning/Code Enforcement 2018 Yearly Report and make a part of these minutes. Motion carried 7-0.

2. Monthly Report

Motion made by Michael McKenna, seconded by Philip Weber, 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

1. Discussion on Police Pension Plan for Furloughed Police Officer

Mr. Corriere- Officer Pfancook does need to withdraw his contributions to the Police Pension Plan. If he would be rehired, he could pay the money back to get credit for his years of service prior to furlough, but may not use the funds that were withdrawn.

Motion made by James Hill, seconded by Philip Weber, to accept the pension plan payout at a date to be determined by the actuary. Mr. Corriere will send a letter to the Police Pension Board. Motion carried 7-0.

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Approval of Subdivision at 85 Division Street- Council Action

Representatives from GLP, LLC were present at the meeting to present their plan. They are looking to separate the parking lot area which will be purchased by 708 Main Street. The applicant is requesting a deferral of the sidewalk installation requirement.

Mr. Smith- There are no improvements currently being proposed so Council could offer a deferral for curbing and sidewalks.

Motion made by Philip Weber, seconded by Earl Hill, to defer sidewalk and curb installation on both parcels until a plan for development is presented or upon Council request. Motion carried 7-0.

Mr. Smith- No improvements agreement is needed.

Motion made by Philip Weber, seconded by Earl Hill, to approve the subdivision at 85 Division Street. Motion carried 5-2 (Mr. Rieger and Mr. McKenna opposed).

3. Approval to Purchase Code Vehicle- Council Action
4. Authorization to Transfer \$4,433.00 of Police Vehicle Capital to Code Vehicle

Mrs. Hartranft- \$20,000.00 has been budgeted for a new Codes vehicle. Through COSTARS, Koch 33 has a 4-wheel drive Ford Escape vehicle for \$24,433.00. Chief Shupp has offered to use \$4,433.00 out of the Police Capital to make up the cost difference.

Motion made by Philip Weber, seconded by Michael McKenna, to approve the transfer, approve the purchase of the vehicle, and thank Chief Shupp for the funds. Motion carried 7-0.

5. Authorization to Advertise Ordinance 829, Amending Ordinance 644 Related to Small Wireless Facilities- Council Action

Mrs. Hartranft- This ordinance covers the small structures that are placed on telephone poles or small wireless facilities. The amendments will put our ordinance in line with the new state guidelines.

Motion made by Philip Weber, seconded by Earl Hill, to advertise Ordinance 829. Motion carried 7-0.

6. Adoption of Resolution 19-03, Authorizing Council President to Execute DCNR Grant Agreement if Funds Are Awarded- Council Action

Mrs. Hartranft- As part of the application process, this resolution will accompany the grant application to DCNR for upgrades to the refreshment stand at the pool. We do not have a cost estimate yet.

Motion made by Philip Weber, seconded by Michael McKenna, to approved Resolution 19-03. Motion carried 7-0.

Mayor Heintzelman noted that during his tenure as Mayor, he is proud to sit amongst these Councillors which have all been elected by the public. Each Councillor has a vote. This group of people has accomplished so much and arguing more just for the sake of it is not the answer to creating solutions to the issues that Council faces.

XI Announcements

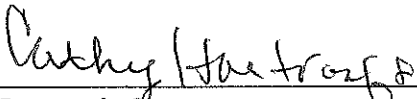
Mr. Rieger- The April 15, 2019, meeting has been rescheduled to April 16, 2019.

XII. Executive Session- None

XIII. Adjournment

Motion made by Michael McKenna, seconded by Andrew Hughes, to adjourn the meeting at 8:02 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 1st Day of April 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

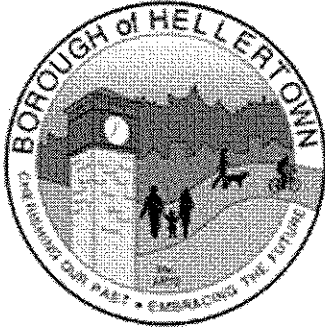
Completed Body Work on Sanitation Truck
Pushed up piles for salt and anti-skid
Cleaning out of Public Works office.

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.

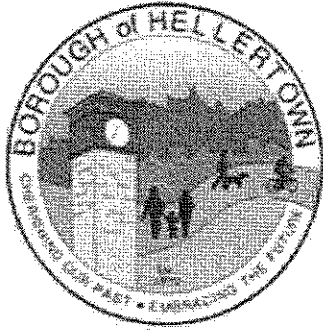
Business activity for 2018

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 HELLERTOWN

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685 Main Street

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

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

Summary by Type

1 Commercial

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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 Replacement-Residential	872 NEW YORK AVE	Q7SW2C-5-5	\$8,550.00	\$74.50
2/21/2019	E-190056 Elect	ORLEMANN, CHRISTOPHER W, Pool	101 W CLARK ST	Q7NW3A-8-14	\$2,000.00	\$94.50
2/21/2019	B-190055 Build	ORLEMANN, CHRISTOPHER W, Pool	101 W CLARK ST	Q7NW3A-8-14	\$18,500.00	\$104.50
2/26/2019	P-190063 Plumbing	LATASSA, FRANK, Water Heater	620 NORTHAMPTON ST	Q7SW2D-9-2C-	\$1,154.00	\$74.50
2/26/2019	E-190061 Elect	MATEY, RAYMOND E JR And DIANE New Service	30 E HIGH ST	Q7NW3A-10-2	\$6,559.00	\$79.50
2/26/2019	B-190062 Build	WEBB, MATTHEW, Chimney Repair	222 W HIGH ST	Q7NW3A-7-1	\$3,975.00	\$84.00
3/12/2019	E-190073 Elect	JAO SAUCON LLC, New Service	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
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, Sidewalk And Curb Inspection Application	51 BACHMAN ST	Q7NW3D-4-25	\$0.00 \$25.00
3/11/2019	S-190071	US BANK NATIONAL ASSOCIATION, Sidewalk And Curb Inspection Application	812 MAIN ST	Q7SW2D-2-1	\$0.00 \$25.00

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

Summary by Type