

Borough of Hellertown
Council Meeting Minutes
Monday, May 20, 2019

An Executive Session Was Held on May 14, 2019, To Discuss Personnel Matters.

- 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, Barry Yonney, Cathy Hartranft, Angie Thiede, Tina Krasnansky, and Kris Russo. Bryan Smith was absent with prior notification.

- IV. Adoption of Meeting Agendum

Motion made by Philip Weber, seconded by Michael McKenna, to adopt the meeting agendum as written. Motion carried 7-0.

- V. Approval of Meeting Minutes

- 1. May 6, 2019

Motion made by Michael McKenna, seconded by Gil Stauffer, to approve the May 6, 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- At the Meet and Greet last Thursday, Council was asked what we can do to support patriotism in the Borough. We are looking into a program where families can sponsor "Hometown Hero" banners.

Motion made by Earl Hill, seconded by Gil Stauffer, to direct staff to further look into the project. Motion carried 7-0.

B. Mayor

Mayor Heintzelman- The Meet and Greet at the Gristmill created some great conversations. We would like to hold a few a year. They are at no cost to the Borough. The next one will be at Reservoir Park at a date to be determined.

I participated in the Larry Holmes Podcast promoting Hellertown. The Podcast will air tonight at 8:30 pm on Service Electric.

The postmaster brought to my attention and asked me to announce that putting unstamped, items in mail boxes is illegal. Any complaints should be directed to the USPS.

Lost Tavern Brewing held their soft opening at their new location at the Moravian Book Shop. They used all local contractors for the construction.

C. Council

Council had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer

1. April 2019 Treasurer's Report
2. April 2019 Statement of Revenues and Expenditures

Motion made by Andrew Hughes, seconded by Gil Stauffer, to receive the April 2019 Treasurer's Report and April 2019 Statement of Revenues and Expenditures. Motion carried 7-0.

B. Engineer

Mr. Smith was not present for the meeting.

Mr. Rieger- Mrs. Hartranft and I went to look at the progress at the Dimmick Park playground. It is moving along nicely and our Public Works Department did a nice job on repaving the walkways. The ribbing cutting will be held July 14, 2019, at 5:30 p.m.

C. Solicitor

Mr. Corriere had only agenda items to discuss.

D. Manager

Mrs. Hartranft- At the last meeting, Council asked me to petition PennDOT for left turn arrows at the Main and Walnut intersection and also the Main and Water intersection. The request must be made in a letter. PennDOT will perform a traffic study at no cost to the Borough but if signals are warranted, the Borough has to cover the cost. The study won't be able to be done until the fall. School must be in session and it cannot happen during major construction.

Motion made by Earl Hill, seconded by Andrew Hughes, to commit funds for this project if warranted. Motion carried 7-0.

Mrs. Hartranft- Rep. Freeman advised that RAPC funding is available to apply for. The project has to be a minimum of 1 million dollars and requires a 50 percent match. LSA funding can be used as a match.

Motion made by Michael McKenna, seconded by Earl Hill, to apply for RAPC funding for the later phase of the Public Works facility and the Borough Hall/Police Department facility project. Motion carried 7-0.

E. Chief of Police

Chief Shupp noted that he would have his monthly report for Council at the next meeting.

Chief Barndt and I attended the Hellertown/Lower Saucon Business Roundtable.

F. Public Works Director

1. Monthly Report

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

Mr. Yonney- PPL will begin replacing 20 trees that were removed along Water Street. The Borough will be responsible for watering the trees.

The pool is about three-quarters cleaned.

June Rose, 66 West Water Street- I had come last meeting to make Council aware of a pot hole on Water Street and a tree that needed trimmed. I would like to thank Mr. Yonney and his crew for coming out right away to take care of the issues.

Mrs. Hartranft- An issue has come up with a property that is near the rail trail. They had planted bamboo and it is growing out onto the trail property. Does Council wish to look at possibly doing an ordinance to prohibit the planting of bamboo?

Staff was directed to gather ordinance from neighboring municipalities on this issue.

2. Announcement of 2019 Spring Yard Waste Collection

Mr. Yonney- The 2019 Spring Yard Waste Collection will be scheduled for the week of June 10, 2019, following the normal sanitation schedule. Please make sure the items are cut to size and bagged, bundled, or tied.

G. Zoning/Codes Officer

1. Monthly Report

Motion made by Philip Weber, 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

1. Award Bid for 2019 Paving Project to Bracalente Construction in the Amount of \$142,053.40- Council Action

Mrs. Hartrant- Due to a glitch in the Pennbid system, the alternate bids were not tabulated into the totals. Bracalente is still the low bidder but Council will need to reapprove the bid award in the amount of \$142,053.40.

Motion made by Earl Hill, seconded by Philip Weber, to award the 2019 Paving Bid to Bracalente Construction in the amount of \$142,053.40. Motion carried 7-0.

Mrs. Hartranft- Bracalente is looking to begin the project in mid to late June.

2. Discussion on Reinhard Property Roundtable on June 10, 2019

Mr. Rieger- A workshop has been advertised for June 10, 2019, from 6:00 p.m. to 8:00 p.m., at the former Reinhard site. There will be seating available. Staff was directed to send letters to the neighboring homes in the area.

3. Discussion on "Showcase Hellertown Roundtable Discussion",
Formally Meet and Greet Your Elected Officials

Mayor Heintzelman- As I stated earlier, I feel we should do this on a more regular basis. It is a good way to showcase many areas of the town.

Mr. Rieger suggested that staff attend the next roundtable.

Mayor Heintzelman will report back with a date for the next roundtable.

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Approval of Extension of the Plan Review for 1400 Whitaker Street-
Council Action

Mr. Corriere- The applicant is seeking an extension until August 13, 2019, and that extension requires Council approval.

Motion made by Philip Weber, seconded by Michael McKenna, to grant the extension for plan review until August 13, 2019. Motion carried 7-0.

XI Announcements

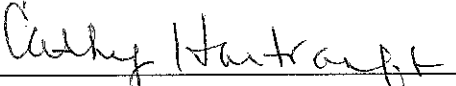
Mr. Rieger wished all the candidates good luck in the primary election tomorrow.

XII. Executive Session- None

XIII. Adjournment

Motion made by Earl Hill, seconded by Gil Stauffer, to adjourn the meeting at 7:56 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 3rd Day of June 2019.


Borough Secretary

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

1 ACTIVITY COMPLETED

Entire Crew Participated in Flagging Training
Rolled, Aerated, and Seeded Fields
Repaired Water Fountains and Dog Fountains throughout town.
Cleaned and Mulched Flower Beds
Unloaded New Playground Equipment
Put Out Barricades for the Post Office Event and Retireved
Removed Fallen Tree from Mill Race
Put Flags on Poles Around Town
Cleaned Filter Bin at Pool
Swept Up Cinders From Winter
Completed Servicing, Washing and Waxing Large Trucks, Loaders and Backhoes
Took No. 12 to Penn Diesel for Repairs

2 OTHER

Mr. Edge earned his CDL Driver's License
Cleaned shops and lunch room weekly.
Mr. Schneider Renewed His Pesticide Applicator License
Picked Up and Installed Memorial Bench at Dimmick Park
Cleaned Fountains
Cleaned Out Wash Bay Pit
Cleaned Out Mill Race & Pond Grate
Swept Main and Misc. Streets.
Filled Dog Waste Bags Weekly
Stocked Paper Products in Borough Hall.

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

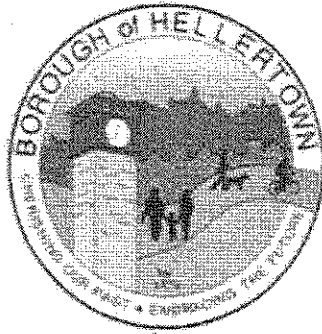
Grinded Piles at Compost Center
Filled Potholes
Prepared Constitution and Whitaker for Paving
Installed New Sub Pump at Borough Hall
Repaired Plaza Flag
Cleaned Inside of Dimmick Pavilion
Clean and Stock Park Bathrooms Daily

4 MEETINGS

Council Meetings
Pre-Construction Meeting For Street Paving Project

5 OTHER

Emptied trash barrels on every twice per week
Cut Grass At All Fields and Properties



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 Apr 12-May16

| | |
|---------------------------------|---|
| Local Permits Issued: | 21 |
| BIA Permits Issued: | 19 |
| Sidewalk Inspections: | 6 |
| Residential Rental Inspections: | 27 |
| Fire Inspections: | 0 |
| Service Requests/Complaints | 39 |
| | |
| Citations: | 0 |
| | |
| Planning Commission activity: | None |
| | |
| ZHB activity: | None |
| | |
| Meetings/Classes attended: | 2 Borough Council 0 Z.H.B. 0 Planning Commission |
| | |
| Court Appearances: | 0 |
| | |
| Other Information: | 857 Willow Rd. Lien will be filed for failing to cut grass. |
| | |
| Business Activity: | 1774 Grill slated to reopen in June under new ownership. |

Borough of Hellertown

05/16/2019

Monthly Permit Report

10:57 AM

Page 1 of 2

FOR PERMITS ISSUED BETWEEN 4/12/2019 AND 5/16/2019

| DATE PERMIT | PERMIT # | OWNER | PROPERTY ADDRESS | PARCEL | EST VALUE | |
|-------------|----------|--------------------------------|--------------------|-------------|------------|----------|
| 4/12/2019 | D-190124 | KODER, RANDALL J And MARY G, | 1643 BLEYLER ST | Q7NW2C-3-7A | \$0.00 | \$75.00 |
| | Dumpster | Dumpster Permit | | | | |
| 4/15/2019 | Z-190125 | RAPP, AMANDA And BROWN, GRE | 1542 MAIN ST | Q7NW3A-4-1 | \$2,500.00 | \$75.00 |
| | Zoning | Patio | | | | |
| 4/15/2019 | Z-190126 | BURNS, RICHARD And MARY ANN, | 523 RENTZHEIMER DR | Q7SW3B-5-12 | \$1,000.00 | \$50.00 |
| | Zoning | Deck | | | | |
| 4/16/2019 | Z-190130 | OYER, JOHN A And LORETTA R, | 221 CEDAR RD | Q7SE4A-8-24 | \$3,100.00 | \$75.00 |
| | Zoning | Sidewalk | | | | |
| 4/16/2019 | Z-190131 | GUERRIERI, DANO And LISA M, | 1322 MAIN ST | Q7NW3D-2-2 | \$500.00 | \$25.00 |
| | Zoning | Sign Permit | | | | |
| 4/18/2019 | Z-190133 | UMBEHAUER, PHILIP, | 460 CHERRY LN | Q7-15-5 | \$2,500.00 | \$75.00 |
| | Zoning | Concrete Work | | | | |
| 4/18/2019 | Z-190134 | SLASKI, EDWARD C And LORI A, | 1671 BURKHARDT ST | Q7NW2D-9-5A | \$1,000.00 | \$50.00 |
| | Zoning | Fence | | | | |
| 4/18/2019 | Z-190135 | HUBERT, ROBIN J, | 50 E CHESTNUT ST | Q7SW2A-7-1 | \$2,502.00 | \$75.00 |
| | Zoning | Tank Permit | | | | |
| 4/23/2019 | Z-190138 | HEIL, ROBERT HENRY And EVA MA | 539 RENTZHEIMER DR | Q7SW3B-5-14 | \$4,000.00 | \$75.00 |
| | Zoning | Deck | | | | |
| 4/23/2019 | Y-190139 | KAMETZ, JOHN R And DEBRA A, | 927 BIRCH RD | Q7SE1D-1-11 | \$0.00 | \$25.00 |
| | Shade | Removal | | | | |
| 4/23/2019 | Y-190140 | JONES, CALVIN J And SHEENA, | 307 TOBIAS DR | Q7SE4A-7-21 | \$0.00 | \$25.00 |
| | Shade | Removal | | | | |
| 4/30/2019 | Z-190148 | FEGLEY, GORDON And CHARLOTT | 1305 1ST AVE | Q7NW3D-3-3 | \$750.00 | \$25.00 |
| | Zoning | Sidewalk | | | | |
| 4/30/2019 | Z-190147 | SOKE, LEROY And FENSTERMACH | 462 LOCUST RD | Q7SE1D-3-1 | \$3,500.00 | \$75.00 |
| | Zoning | Driveway Permit | | | | |
| 5/2/2019 | Z-190153 | THE SOUTHLAND CORP, | 1110 MAIN ST | Q7NW3D-8-10 | \$2,000.00 | \$50.00 |
| | Zoning | Sidewalk | | | | |
| 5/3/2019 | D-190156 | ALBEE, DANIEL And CATHY ANN, | 1647 ZIMPFER LN | Q7NW2C-4-1Q | \$0.00 | \$75.00 |
| | Dumpster | Dumpster Permit | | | | |
| 5/3/2019 | Z-190157 | ALBEE, DANIEL And CATHY ANN, | 1647 ZIMPFER LN | Q7NW2C-4-1Q | \$3,145.00 | \$75.00 |
| | Zoning | Shed | | | | |
| 5/6/2019 | Y-190158 | KLINE, JUSTIN R And HOLLANDER, | 812 MAIN ST | Q7SW2D-2-1 | \$0.00 | \$25.00 |
| | Shade | Removal | | | | |
| 5/6/2019 | Z-190159 | KLEPPINGER, JOHN, | 1401 CLAUSER ST | Q7NW3A-3-18 | \$5,377.00 | \$100.00 |
| | Zoning | Fence | | | | |
| 5/6/2019 | Z-190160 | FULTON, ROBERT L And CAROL A, | 456 WILLOW RD | Q7SE1D-6-9 | \$3,500.00 | \$75.00 |
| | Zoning | Shed | | | | |

Borough of Hellertown
Monthly Permit Report

05/16/2019
10:57 AM
Page 2 of 2

FOR PERMITS ISSUED BETWEEN 4/12/2019 AND 5/16/2019

| DATE PERMIT | PERMIT # | OWNER | PROPERTY ADDRESS | PARCEL | EST VALUE |
|-------------|--------------------|--|----------------------|-------------|-------------------------|
| 5/15/2019 | Z-190177 Zoning | HEILMAN, THOMAS R And LINDA M, Deck | 215 CONSTITUTION AVE | Q7SE4A-10-7 | \$8,000.00 \$100.00 |
| 5/16/2019 | Z-190179 Zoning | YOB, LAMONT A And EDNA M, Fence | 95 HESS AVE | Q7NW2D-7-32 | \$12,462.00 \$132.39 |

TOTAL NUMBER OF PERMITS: 21
TOTAL ESTIMATED VALUE: \$55,836.00
TOTAL PERMIT FEES: \$1,357.39

Summary by Type

Borough of Hellertown

05/16/2019

Monthly Permit Report

10:56 AM

Page 1 of 2

FOR PERMITS ISSUED BETWEEN 4/12/2019 AND 5/16/2019

| DATE PERMIT | PERMIT # | OWNER | PROPERTY ADDRESS | PARCEL | EST VALUE | |
|-------------|------------|--------------------------------|----------------------|--------------|-------------|----------|
| 4/23/2019 | M-190137 | WEILAND, ROZALYN A, | 150 FRONT ST | Q7SW3D-1-1 | \$6,588.00 | \$74.50 |
| | Mechanical | Replacement-Heat Pump | | | | |
| 4/25/2019 | P-190143 | SMITH, LYNITA HELEN, | 1540 RIEGEL ST | Q7NW3B-1-1 | \$0.00 | \$74.50 |
| | Plumbing | Sewer Line-Repair | | | | |
| 4/29/2019 | P-190145 | FERRARA, GREGORY G And KATHE | 601 APPLE ST | Q7NW3B-8-9 | \$0.00 | \$74.50 |
| | Plumbing | Sewer Line | | | | |
| 4/29/2019 | P-190146 | GARST, ROBERT B And SHELLY, | 318 DURHAM ST | Q7SW2C-8-2 | \$0.00 | \$74.50 |
| | Plumbing | Sewer Line | | | | |
| 5/2/2019 | B-190154 | THE SOUTHLAND CORP, | 1110 MAIN ST | Q7NW3D-8-10 | \$6,900.00 | \$514.50 |
| | Build | ADA Improvements | | | | |
| 5/2/2019 | B-190155 | BOOS FAMILY TRUST ET AL, | 151 CONSTITUTION AVE | Q7SE4A-11-5 | \$5,800.00 | \$124.50 |
| | Build | Replace deck | | | | |
| 5/9/2019 | E-190167 | KLINE, JUSTIN R And HOLLANDER, | 812 MAIN ST | Q7SW2D-2-1 | \$2,000.00 | \$99.50 |
| | Elect | Separate Meter | | | | |
| 5/9/2019 | B-190163 | BT STONEWOOD LONGRIDGE LP, | 300 STONEWOOD LN | Q7NW2C-4-5-2 | \$3,200.00 | \$504.50 |
| | Build | Sprinkler | | | | |
| 5/9/2019 | B-190164 | BT STONEWOOD LONGRIDGE LP, | 302 STONEWOOD LN | Q7NW2C-4-5-2 | \$3,200.00 | \$504.50 |
| | Build | Sprinkler | | | | |
| 5/9/2019 | B-190166 | BT STONEWOOD LONGRIDGE LP, | 306 STONEWOOD LN | Q7NW2C-4-5-2 | \$3,200.00 | \$504.50 |
| | Build | Sprinkler | | | | |
| 5/9/2019 | E-190168 | BAUER, STEPHEN A And CHRISTIN | 982 NEW YORK AVE | Q7SW2B-14-2 | \$19,000.00 | \$49.50 |
| | Elect | Mini Split | | | | |
| 5/9/2019 | F-190170 | MILES, WARREN S, | 1526 BLEYLER ST | Q7NW3B-2-2 | \$3,500.00 | \$79.50 |
| | Roof | Roof-Residential | | | | |
| 5/9/2019 | M-190169 | BAUER, STEPHEN A And CHRISTIN | 982 NEW YORK AVE | Q7SW2B-14-2 | \$19,000.00 | \$74.50 |
| | Mechanical | Mini Split | | | | |
| 5/9/2019 | B-190165 | BT STONEWOOD LONGRIDGE LP, | 304 STONEWOOD LN | Q7NW2C-4-5-2 | \$3,200.00 | \$504.50 |
| | Build | Sprinkler | | | | |
| 5/10/2019 | B-190173 | HEINTZELMAN FUNERAL HOME INC, | 24 W SAUCON ST | Q7SW3A-6-3 | \$38,000.00 | \$104.50 |
| | Build | Demo | | | | |
| 5/10/2019 | B-190174 | HEINTZELMAN FUNERAL HOME INC, | 26 W SAUCON ST | Q7SW3A-6-2 | \$38,000.00 | \$104.50 |
| | Build | Demo | | | | |
| 5/14/2019 | E-190176 | LIEBERMAN, PAIGE, | 1550 BLEYLER ST | Q7NW2C-6-1A | \$1,293.00 | \$69.50 |
| | Elect | Spa | | | | |
| 5/16/2019 | F-190180 | WEAVER, DIANE M And LOWELL W, | 525 ELLEN ST | Q7SW3C-4-13 | \$4,650.00 | \$79.50 |
| | Roof | Roof-Residential | | | | |
| 5/16/2019 | B-190181 | MCTAGUE, DAVID W, | 1410 DETWEILER AVE | Q7NW3B-10-6 | \$2,765.00 | \$74.50 |
| | Build | Chimney Repair | | | | |

Borough of Hellertown

05/16/2019

Monthly Permit Report

10:56 AM

Page 2 of 2

FOR PERMITS ISSUED BETWEEN 4/12/2019 AND 5/16/2019

| DATE PERMIT | PERMIT # | OWNER | PROPERTY ADDRESS | PARCEL | EST VALUE |
|-------------|----------|-------|------------------|--------|-----------|
|-------------|----------|-------|------------------|--------|-----------|

| | |
|--------------------------|--------------|
| TOTAL NUMBER OF PERMITS: | 19 |
| TOTAL ESTIMATED VALUE: | \$160,296.00 |
| TOTAL PERMIT FEES: | \$3,690.50 |

Summary by Type

1 Commercial
16 Residential

**Borough of Hellertown
Monthly Permit Report**

05/16/2019
10:57 AM
Page 1 of 1

FOR PERMITS ISSUED BETWEEN 4/12/2019 AND 5/16/2019

| DATE PERMIT | PERMIT # | OWNER | PROPERTY ADDRESS | PARCEL | EST VALUE |
|-------------|----------|--|---------------------|-------------|----------------|
| 4/15/2019 | S-190128 | CHAIKOWSKY, JOHN S And CYPHE | 1222 NEW JERSEY AVE | Q7NW3C-12-1 | \$0.00 \$25.00 |
| | Sidelnsp | Sidewalk And Curb Inspection Application | | | |
| 4/15/2019 | S-190127 | SILVA, ILDEFONSO And CAROLINE, | 722 NORTHAMPTON ST | Q7SW2D-6-4 | \$0.00 \$25.00 |
| | Sidelnsp | Sidewalk And Curb Inspection Application | | | |
| 4/25/2019 | S-190142 | HACKMAN JR, HERMAN R, | 1085 EASTON RD | Q7SW2B-3-13 | \$0.00 \$25.00 |
| | Sidelnsp | Sidewalk And Curb Inspection Application | | | |
| 4/30/2019 | S-190150 | WERKHEISER, KATHRYN L, | 119 E HIGH ST | Q7NW3B-1-7 | \$0.00 \$25.00 |
| | Sidelnsp | Sidewalk And Curb Inspection Application | | | |
| 5/7/2019 | S-190161 | DONCHEZ, STEVE C, | 510 MAGNOLIA RD | Q7SW3B-14-2 | \$0.00 \$25.00 |
| | Sidelnsp | Sidewalk And Curb Inspection Application | | | |
| 5/9/2019 | S-190172 | RIZZO, ALBERT J And JULIA, | 1395 2ND AVE | Q7NW3B-12-7 | \$0.00 \$25.00 |
| | Sidelnsp | Sidewalk And Curb Inspection Application | | | |

| | |
|--------------------------|----------|
| TOTAL NUMBER OF PERMITS: | 6 |
| TOTAL ESTIMATED VALUE: | \$0.00 |
| TOTAL PERMIT FEES: | \$150.00 |

Summary by Type