

Borough of Hellertown
Council Meeting Minutes
Monday, August 19, 2019

A Workshop Was Held Prior To The Meeting At 6:00 P.M. To Review Ladder Trucks.

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, Chief Shupp, Bryan Smith, Tina Krasnansky, and Kris Russo.

IV. Adoption of Meeting Agendum

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

V. Approval of Meeting Minutes

1. August 5, 2019

Motion made by Philip Weber, seconded by Earl Hill, to approve the August 5, 2019, meeting minutes as written. Motion carried 6-0 (James Hill abstained).

VI. Conditional Use Hearing for Lloyd Tactical, 766 Main Street

A stenographer was present to make an official record of the Conditional Use Hearing.

Mr. Corriere- The Borough received a site plan for a gun and ammunition shop at 766 Main Street. A gun shop is a permitted use in the Town Center Zoning District.

Mrs. Hartranft- Per the requirement, all adjoining neighbors have been notified of the Conditional Use Hearing.

Mr. Lloyd- I would be closing my business in Lower Saucon Township and moving it to Main Street to get more visibility. The hours would be Tuesday through Friday from 11:00 a.m. to 6:00 p.m. and on Saturday from 9:00 a.m. to 5:00 p.m. Per regulations, a background check will be completed for any gun sales. The pistols will be locked in a safe each night and all the rifles will be cabled in place. I will also have a security system with four motion detectors.

Discussion ensued between the audience, Council, and applicant.

Mr. Corriere reminded Council and the audience that all legal uses must be provided for somewhere in the Borough. Also, Council cannot vote on personal opinions on guns. They are only looking at whether the plan meets the seven outlined criteria.

Motion made by Philip Weber, seconded by Michael McKenna, to put the plan to a vote. Motion carried 7-0.

Motion made by James Hill, seconded by Philip Weber, to approve the plan for 766 Main Street with the following stipulations: the Zoning Code must be followed, applicant must comply with Engineer's Letter dated August 7, 2019, pistols must be locked in safe, rifles must be secured by a cable, security system must meet with Chief Shupp's approval, the security system must be connected to Northampton County 911, all applicable licenses must be kept in good standing, and a copy of the sales database is provided to the police department.

Mr. Rieger clarified that an affirmative vote is finding that the seven factors have been adequately met.

Roll Call Vote

Earl Hill-	No
James Hill-	Yes
Andrew Hughes-	Yes
Michael McKenna-	Yes
Thomas Rieger-	Yes
Gil Stauffer-	No
Philip Weber-	Yes

Motion carried 5-2.

The Conditional Use Hearing was closed at 8:27 p.m.

VII. Courtesies of the Floor

- A. Pre-Scheduled Appearances- None
- B. Agenda Items- None
- C. Non-agenda Items- None

VIII. Reports from Elected Officials

A. President

Mr. Rieger requested an Executive Session to discuss personnel and litigation.

B. Mayor

Mayor Heintzelman had nothing to report.

C. Council

Mr. Hughes- Community Day was probably the largest that the Borough has ever had. The most asked questions were about the spotted lantern fly.

Mrs. Hartrant- The Department of Agriculture and the Penn State Extension have been in frequent contact with the Borough. They have deemed Thomas Ironworks and Water Street Park infested. The only known natural predators of the lantern fly are grasshoppers, mantis, and yellow jacket wasps.

D. Junior Councillor

Mr. Kates- I was able to participate in Community this year discussing the I-78 beautification project. All Seasons Tree Care has agreed to be a gold sponsor for the project and all trees will be donated. So far, \$2,075.00 has been raised toward the project and the trees will be planted in the fall.

Mrs. Hartranft and Council congratulated Mr. Kates on his great work to create and complete this project. They also wished him the best for the school year and hope to see him again next summer.

IX. Reports from Appointed Officials

A. Treasurer

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

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

B. Engineer

1. Report

Mr. Smith- The contractor for the Water Street Improvements Project has completed all of the required punchlist items.

The manufacturer for the playground equipment has been notified of the issue at one of the slides at the new tot lot and will be replacing the slide. They will coordinate with the contractor for installation.

C. Solicitor

Mr. Corriere had only agenda items to discuss.

D. Manager

Mrs. Hartranft- The Lehigh Valley Planning Commission has updated the comprehensive plan for Lehigh and Northampton Counties. Public comment is now available.

The Borough submitted an application for a transportation grant. Mr. Smith and I have been invited to present the project on Monday.

E. Chief of Police

1. Monthly Report

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

Chief Shupp- National Night Out, Community Day, and Bike Ride with Cops were all huge successes.

Mr. Hughes inquired why the police overtime costs were so high?

Chief Shupp noted that the amount usually spikes up in the summer due to vacations and we also lost some part-time officers.

F. Public Works Director

1. Monthly Report

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

2. Announcement of Fall Yard Waste Collection

Mr. Yonney- The fall yard waste collection will be held the week of September 23, 2019, following the garbage collection schedule.

The Christmas Tree for Light-Up Night came and is being stored at Tumminello.

Saturday, August 24, 2019, is the last day the pool will be open for the year.

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.

H. Fire Chief

Chief Maguire had only agenda items to discuss.

I. Emergency Management- None

X. Unfinished Business

1. Discussion on Proposed Quint Fire Apparatus

Randy Yardumian and Chief Maguire were present to discuss the proposal.

Mr. Yardumian- The committee for this apparatus formed over two years ago and has spent over 500 hours to complete the specifications for this apparatus. As we found out in the house fire on Saucon Street, the KME is not reliable. If we are allowed to purchase this vehicle, we are planning to keep it until at least 2040.

As we demonstrated at the workshop, the 100 foot ladder is superior choice due to being able to reach the top of the largest buildings and is also good for horizontal defense. We are not looking to have a bucket like the Lower Saucon ladder truck. We feel that you can't get as close for the rescue.

Having a ladder truck would also increase the ISO rating would could lower the cost of the insurance. Mrs. Hartranft requested a copy of the ISO.

Motion made by Earl Hill, seconded by Gil Stauffer, to authorize the fire company to bid a new ladder truck with a 100 foot ladder. Motion carried 6-1 (James Hill opposed).

XI. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Authorization to Donate Season Family Pool Pass and Sponsor 1/2 Page Ad in Program for Saucon Valley Community Center- Council Action

Mrs. Hartranft- This year, the Saucon Valley Community Center will be honoring our Lehigh Valley Chamber Representative, Jessica O'Donnell.

Motion made by Michael McKenna, seconded by Gil Stauffer, to donate a family pool pass to the Saucon Valley Community Center and place an ad. Motion carried 7-0.

3. Authorization to Execute 5-Year Winter Service Contract with PennDOT- Council Action

Mrs. Hartranft- The Borough is receiving a slight increase in this contract. We will receive \$7,799.87 per year for the next five years.

Motion made by Earl Hill, seconded by Gil Stauffer, to execute the PennDOT Winter Service Contact. Motion carried 7-0.

4. Award Façade Improvement Grant for 818 Main Street- Council Action

Mr. Weber- The application is for new signage at Gary's Custom Cuts. The grant application was presented to the Planning Commission at their last meeting. The Planning Commission is recommending awarding the façade grant.

Motion made by Philip Weber, seconded by Earl Hill, to award a façade grant in the amount of \$429.30 to 818 Main Street. Motion carried 7-0.

5. Award Bid for Code Vehicle- Council Action

Mrs. Hartranft- The winning bid was from James Hill in the amount of \$2,600.00.

Motion made by Earl Hill, seconded by Gil Stauffer, to award the bid to James Hill in the amount of \$2,600.00. Motion carried 6-0 (James Hill abstained).

6. Discussion on Letter of Interest for Civil Service Commission Vacancy

Mrs. Hartranft- We received a letter of interest from Gail Nolf to fill the vacancy on the Civil Service Commission. This was the only letter of interest that we received.

Motion made by Andrew Hughes, seconded by Earl Hill, to appoint Gail Nolf to the Civil Service Commission. She will fill the unexpired term until December 31, 2021. Motion carried 7-0.

7. Approval of Payment Application #2 for Dimmick Park Playground- Council Action

Motion made by Michael McKenna, seconded by Philip Weber, to approve payment #2 to E.F. Possinger and Sons in the amount of \$72,823.66 for the Dimmick Park Playground Project. Motion carried 7-0.

8. Authorization to Advertise Public Works Laborer Position- Council Action

Mrs. Hartranft- Mr. Yonney took over the position of Public Works Director in March. We had agreed to revisit hiring a replacement crew member around this time. We are looking for Council's authorization to advertise the opening.

Motion made by Philip Weber, seconded by Michael McKenna, to advertise the Public Works Laborer II position. Motion carried 7-0.

9. Authorize Council President to Execute Tax Exemption Application- Council Action

Mr. Corriere- This is the application for the Cummings property that was purchased. The Borough will only need to pay the application fee.

Motion made by Michael McKenna, seconded by James Hill, to allow Mr. Rieger to execute the Tax Exemption Application. Motion carried 7-0.

XII. Announcements- None

XIII. Executive Session

Motion made by Earl Hill, seconded by Andrew Hughes, to adjourn to Executive Session at 9:36 p.m. Motion carried 7-0.

Mr. Corriere advised that the Executive Session is to discuss potential litigation and personnel matters.

Council reconvened from Executive Session at 10:05 p.m. Mr. Corriere reiterated that the Executive Session was held to discuss potential litigation and personnel matters.

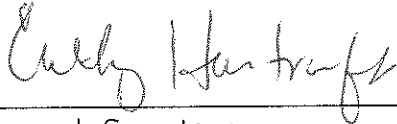
Motion made by Andrew Hughes, seconded by Gil Stauffer, to suspend police officer, Tim Piotrowski, for a period of one day without pay as a result of an incident on August 14, 2019. Motion carried 7-0.

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XIV. Adjournment

Motion made by Andrew Hughes, seconded by Gil Stauffer, to adjourn the meeting at 10:10 p.m. Motion carried 7-0.

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



Borough Secretary

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

July 2019

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

During the month of July the Police received 569 calls for service. We did receive 5 Theft, 8 Domestic/Assault, 3 Fraud, 1 Unauthorized Use of a Motor Vehicle, 1 Burglary and 5 traffic collision calls. We wrote 105 citations.

The Police Department filed 32 charges including 10 for Narcotics Possession, 1 for DUI, 11 for Theft, 2 for Burglary, 1 for Unauthorized Use of a Motor Vehicle, 1 for Fleeing and Eluding and 1 for Illegal Possession of a Firearm.

National Night out, again, was a huge success. I want to personally thank everyone who showed up and contributed. The bike with a cop / ice cream ride was also a great success. The kids and adults had a great time. The Mayor had some technical difficulties with his bike but hopefully he will be back in it next year. We don't have much to report on Musikfest, everyone behaved. We did do a great job on a Burglary and some Theft calls we had, as you can see we filed numerous charges on both. Any questions or concerns please feel free to stop in or call.

Chief Robert Shupp III

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

1 ACTIVITY COMPLETED

- Repaired Fences at Parks
- Cleaned Pool Daily
- Repaired Leaking Windows at Borough Hall
- Weeded and Watered Flowerbeds Weekly
- Located Leak at Authority Park Fountain
- Set Up and Cleaned Up Carnival
- Set Up for Fireworks
- Repaired Cracked Sidewalk at Pool
- Installed Community Day Signage
- Trimmed Rail Trail
- Serviced All Hedge Trimmers and Saws
- Serviced #10 and #12
- Contacted UGI to Repair Sunken Gas Cuts on Locust

2 OTHER

- Watered Tot Lot Trees
- Cleaned shops and lunch room weekly.
- Cleaned Garbage Bay
- Double Garbage Route 7/5
- Cleaned Catch Basins
- Cleaned Out Wash Bay Pit
- Swept Main and Misc. Streets.
- Filled Dog Waste Bags Weekly
- Stocked Paper Products in Borough Hall.
- Removed Fencing and Cleaned at Tot Lot

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

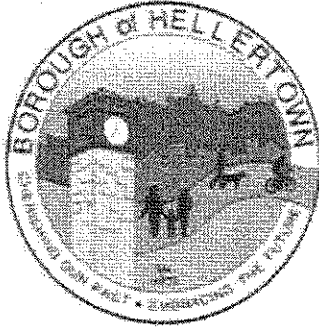
- Heat Taped Crosswalks
- Repaired Damaged Batting Cage
- Trimmed Trees, Bushes, and Low Branches and Removed Trees
- Clean and Stock Park Bathrooms Daily
- Repaired Catch Basin at Clauser and Kiernan
- Cleaned Up Storm Damage
- Removed Tree From Mill Race

4 MEETINGS

- Council Meetings
- Meetings to Discuss New Gas System
- Meeting with PennDOT on Water Street Bridge
- Meeting for Handicap Ramp at Dimmick Park
- Meeting on Compost Center Pole Building

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 Jul 13-Aug 8

Local Permits Issued:	14
BIA Permits Issued:	9
Sidewalk Inspections:	8
Residential Rental Inspections:	5
Fire Inspections:	7
Service Requests/Complaints	37

Citations: 0

Planning Commission activity:

ZHB activity: American Legion Digital Sign-Variance Granted

Meetings/Classes attended: 2 Borough Council
1 Z.H.B.
1 Planning Commission

Court Appearances: 0

Other Information: Commercial Fire Inspections in zone 1 are under way.

Business Activity: 639 Main St. Ella's Ristorante now re-opened.
605 Main St. Wings on Main now open
1160 Main St. Clover Boutique now open

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Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 7/13/2019 AND 8/8/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
7/15/2019	Z-190301	BENNETT, DAVID And BROWN, M C	539 RENTZHEIMER DR	Q7SW3B-5-14	\$4,600.00	\$75.00
	Zoning	Shed				
7/15/2019	Y-190303	DRAKE, KENNETH N And FRANCEN	630 DELAWARE AVE	Q7SW2C-6-3	\$0.00	\$10.00
	Shade	Substantial Trimming				
7/15/2019	D-190300	WECHTLER, KATHLEEN M,	541 MAGNOLIA RD	Q7SW3B-9-9	\$0.00	\$75.00
	Dumpster	Dumpster Permit				
7/22/2019	Y-190312	WARRELMANN DAWN R ET AL,	827 MAGNOLIA RD	Q7SE4A-3-4	\$0.00	\$25.00
	Shade	Removal				
7/26/2019	Z-190324	SARKO, STEVEN G And LYNN A,	1555 CLAUSER ST	Q7NW2D-11-24	\$3,000.00	\$75.00
	Zoning	Fence				
7/26/2019	D-190321	ZAJACEK CHRISTOPHER ET AL,	1233 3RD AVE	Q7NW3C-10-9	\$0.00	\$75.00
	Dumpster	Dumpster Permit				
7/26/2019	D-190320	DALTON, RICHARD E And SUZANNE	757 MAGNOLIA RD	Q7SE4A-1-7	\$0.00	\$75.00
	Dumpster	Pod Permit				
7/30/2019	Z-190328	H And G REALTY INVESTMENT LLC,	631 MAIN ST	Q7SW2D-9-8	\$9,000.00	\$100.00
	Zoning	Paving Permit				
7/30/2019	Z-190327	ROSENBERGER, RUTHANN W,	1338 EASTON RD	Q7NW3B-13-2	\$1,500.00	\$50.00
	Zoning	Sidewalk				
8/2/2019	M-190331				\$0.00	\$25.00
	MobileFood	Mobile Food License-1 Day				
8/6/2019	Z-190340	CPI HELLERTOWN ONE LLC ET AL	708-12 MAIN ST	Q7SW2D-5-1	\$4,500.00	\$75.00
	Zoning	Sign Permit				
8/6/2019	Z-190339	BULLIVANT, NANCY J,	90 KIERNAN AVE	Q7NW2D-7-1	\$2,885.00	\$75.00
	Zoning	Tank Permit				
8/6/2019	D-190341	ZINGLEY, WM J And HARRIET,	1380 3RD AVE	Q7NW3B-12-2	\$0.00	\$75.00
	Dumpster	Dumpster Permit				
8/7/2019	Z-190342	PANIK, STEPHEN,	637-43 MAIN ST	Q7SW2D-9-9	\$300.00	\$25.00
	Zoning	Sign Permit				

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FOR PERMITS ISSUED BETWEEN 7/13/2019 AND 8/8/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
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TOTAL NUMBER OF PERMITS:	14
TOTAL ESTIMATED VALUE:	\$25,785.00
TOTAL PERMIT FEES:	\$835.00

Summary by Type

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FOR PERMITS ISSUED BETWEEN 7/13/2019 AND 8/8/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
7/15/2019	F-190302	NANKMAN, JOEL And JESSICA,	326 CONSTITUTION AVE	Q7SE4A-8-8	\$8,340.00	\$79.50
	Roof	Roof-Residential				
7/22/2019	P-190315	KATZ, JASON A,	326 DURHAM ST	Q7SW2C-8-3	\$3,000.00	\$74.50
	Plumbing	Residential				
7/22/2019	E-190314	KATZ, JASON A,	326 DURHAM ST	Q7SW2C-8-3	\$3,000.00	\$104.50
	Elect	Residential				
7/22/2019	B-190313	KATZ, JASON A,	326 DURHAM ST	Q7SW2C-8-3	\$3,000.00	\$129.50
	Build	Repair/Renovation-Residential				
7/26/2019	F-190322	ZULLO, PAUL,	1130 MAIN ST	Q7NW3D-8-8	\$3,000.00	\$79.50
	Roof	Roof-Commercial				
8/2/2019	P-190334	NORK, KATIE LYNN,	450 LOCUST RD	Q7SE1D-3-3	\$0.00	\$74.50
	Plumbing	Residential				
8/2/2019	M-190335	NORK, KATIE LYNN,	450 LOCUST RD	Q7SE1D-3-3	\$0.00	\$109.50
	Mechanical	Residential				
8/2/2019	E-190333	NORK, KATIE LYNN,	450 LOCUST RD	Q7SE1D-3-3	\$0.00	\$74.50
	Elect	Residential				
8/2/2019	B-190332	NORK, KATIE LYNN,	450 LOCUST RD	Q7SE1D-3-3	\$8,950.00	\$254.50
	Build	Addition-Residential				

TOTAL NUMBER OF PERMITS:	9
TOTAL ESTIMATED VALUE:	\$29,290.00
TOTAL PERMIT FEES:	\$980.50

Summary by Type

7 Residential

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FOR PERMITS ISSUED BETWEEN 7/13/2019 AND 8/8/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
7/15/2019	S-190305	ZINGLEY, WM J And HARRIET,	1380 3RD AVE	Q7NW3B-12-2	\$0.00	\$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application				
7/16/2019	S-190308	BENZAK, ELLEN J,	1212 DETWEILER AVE	Q7NW3C-11-3	\$0.00	\$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application				
7/18/2019	S-190311	SURE SHINE CAR WASH EXPRESS L	303-13 MAIN ST	Q7SW3A-7-1	\$0.00	\$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application				
7/24/2019	S-190317	PRICE, RICHARD S And JOHANNA	963 JUNIPER RD	Q7SE1D-2-16	\$0.00	\$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application				
7/25/2019	S-190318	TIMER, RICHARD F And JOAN L,	409 WILLOW RD	Q7SE4A-6-3	\$0.00	\$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application				
7/29/2019	S-190325	EDMONSON, JENNIFER,	171 FRONT ST	Q7SW3D-2-1D	\$0.00	\$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application				
8/2/2019	S-190330	WEINTRAUB, MATTHEW DAVIS,	302 MAGNOLIA RD	Q7SW3B-13-1	\$0.00	\$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application				
8/5/2019	S-190338	ACHEY, GRACE,	913 NEW YORK AVE	Q7SW2B-15-4	\$0.00	\$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application				

TOTAL NUMBER OF PERMITS: 8
 TOTAL ESTIMATED VALUE: \$0.00
 TOTAL PERMIT FEES: \$200.00

Summary by Type