

Borough of Hellertown
Council Meeting Minutes
Tuesday, September 3, 2019

- I. Call to Order – Thomas Rieger, 7:03 p.m.
- II. Pledge - All
- III. Roll Call – Cathy Hartranft

Earl Hill-	Absent with prior notification
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, and Kris Russo.

- IV. Adoption of Meeting Agendum

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

- V. Approval of Meeting Minutes

- 1. August 19, 2019

Motion made by Michael McKenna, seconded by Philip Weber, to approve the August 19, 2019, meeting minutes as written. Motion carried 6-0.

******Swearing-In of Gail Nolf to the Civil Service Commission ******

Mayor Heintzelman administered the Oath of Office to Ms. Nolf.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Emily Fricke, PA Department of Agriculture- Proposals to Treat Spotted Lantern Fly in Various Locations

Ms. Fricke- The PA Department of Agriculture has been assessing areas for infestations of the Spotted Lantern Fly. Their preferred tree is the Tree of Heaven, which is also an invasive species. The assessments have concluded that the Tree of Heaven is present on some of the Borough's property and are eligible for treatment. Treatments include removing the tree, treating the tree with insecticide, or treating the tree with herbicide. The cost of the treatments are paid by Federal and State Funding. Once we have a signed contract from the Borough, we can assign a contractor to apply the treatments. The trees will be clearly marked for how they are treated. A red mark will indicate insecticide use and a blue mark will indicate the tree will be removed. Since it is late in the treatment cycle, the Borough's treatments will probably occur in the spring. The progress will be monitored and the contractor will retreat as needed.

Mrs. Hartranft- The assessment showed infestations at Water Street Park, the Gristmill, and Thomas Iron Works.

Terry Boos indicated that Polk Valley Park in Lower Saucon Township and the Compost Center have a large amount of Tree of Heaven and would be another area to consider for assessment.

Motion made by Michael McKenna, seconded by Andrew Hughes, to execute the contracts from the PA Department of Agriculture for treatments. Motion carried 6-0.

B. Agenda Items- None

C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger requested an Executive Session to discuss potential purchase of property, potential litigation, and contract negotiations.

B. Mayor

Mayor Heintzelman- I was present to accept the Main Street Lehigh Valley grant award from the Lehigh Valley Chamber of Commerce. This grant is for benches on Main Street.

C. Council

Council had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith had only agenda items to discuss

C. Solicitor

Mr. Corriere had only agenda items to discuss.

D. Manager

Mrs. Hartranft- Saucon Valley Bikes hosted a DCNR event to announce the Lehigh Valley Green Retail Program and to kick off Trails Month. It was very well attended by state and local officials.

E. Chief of Police

Chief Shupp- Officer Konig has almost completed his field training. We will be conducting interviews and would like Council's permission to hire another part time officer.

Motion made by Andrew Hughes, seconded by Gil Stauffer, to authorize Chief Shupp to interview and hire a part time officer. Motion carried 6-0.

F. Public Works Director

Mr. Yonney- The contractor will remove the retaining wall at the Water Street Bridge next week. The retaining wall will not be replaced. They will perform stream bank restoration.

The pool is closed for the season.

Mr. McKenna thanked Public Works for all of their work during the pool season.

Mrs. Hartranft- The Learn to Swim and Dip N Dances were successes again this year. The pool closed 4 days for weather and closed early 14 days. We sold 11,632 daily passes and 544 resident season passes.

G. Zoning/Codes Officer

Mr. Russo had only agenda items to discuss.

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business

1. Discussion on Public Works Facility

- i. Approval of Funding Commitment and Adoption of Resolution 19-13, Application for Northampton/Lehigh County Local Share Grant- Council Action
- ii. Approval of Funding Commitment and Adoption of Resolution 19-14, Application for Monroe County Local Share Grant- Council Action

Mr. Smith- Due to the overall cost of the project, we have broken the plan into phases in hopes of obtaining local share grants. Phase 1A would be the shell of the building. We are recommending applying to the Monroe County Local Share Grant. The grant request would be for \$491,500.00. Phase 1B would be site preparations and utility hookups. We are recommending applying to the Northampton/Lehigh County Local Share Grant for this phase. The total request would be for \$256,593.00. The grants require the Borough to commit a cash match. The Borough has already allocated \$500,000.00 for cash matches. The Borough could apply next year for funding to complete other phases of the project.

Motion made by Michael McKenna, seconded by Philip Weber, adopt Resolution 19-13 and Resolution 19-14 to proceed with the grant applications. Motion carried 4-2 (James Hill and Andrew Hughes opposed).

Mr. Rieger- We had to cancel the last roundtable due to weather. I would like to reschedule the roundtable for September 28, 2019, at 9:00 a.m. It will again be held at the former Reinhard School site.

Motion made by Philip Weber, seconded by Michael McKenna, to advertise the rescheduled roundtable. Motion carried 6-0.

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Philip Weber, seconded by Michael McKenna, to approve the payments. Motion carried 6-0.

2. Discussion and Authorization to Advertise Ordinance 832, Fire Losses- Council Action

Mrs. Hartranft- It was brought to our attention that the Borough never enacted Act 98 of 1992. Its intention is to protect the municipality. The insurance company would be required to escrow funds with the municipality until the fire damaged property is repaired or removed. Once complete, the funds would be returned to the insurance company. Once executed, the Ordinance must be filed with the DCED.

Motion made by Andrew Hughes, seconded by Gil Stauffer, to advertise Ordinance 832. Motion carried 6-0.

3. Adoption of Resolution 19-15, Application for Livable Landscapes Grant and Approval of Funding Commitment Letter- Council Action

Mrs. Hartranft- The County is accepting grant applications for the Livable Landscapes Grant. The application would be for replacing the stairs and grading of the swale at Dimmick Park. If awarded, the Borough would use the funds as a match to the CIPP grant.

Motion made by Michael McKenna, seconded by James Hill, to adopt Resolution 19-15. Motion carried 6-0.

4. Review and Discussion on Coded Used to Enforce Property Maintenance and Junked/Abandoned Vehicles

Mr. Corriere reviewed the current Property Maintenance and Junked/Abandoned Vehicle Ordinances.

Mr. Corriere- Currently, vehicles parked in the front yard have to be parked on concrete or macadam. For the side and back yards, you could also request that the vehicle be put on a pad of the same materials. Council could also look into setting a setback requirement for how far the vehicles must be parked from the property line.

Mr. Smith- The resident would also need to look at total impervious coverage and stormwater management. Stormwater improvements would need to be completed to account for the new structure.

Mr. Russo noted that a buffer would also need to be installed.

Motion made by Philip Weber to table this item until the September 19, 2019, meeting. Motion carried 5-1 (Michael McKenna opposed).

5. Authorization to Purchase New Fuel Master Fueling System and Software- Council Action

Mrs. Hartanft- Our current system is no longer supported and the computer program is no longer working. Staff met with various vendors and is recommending the purchase of a Fuel Master fueling system. We had budgeted \$9,000.00 toward this purchase. The total cost is \$13,550.00. Since various entities use the tanks, would Council like us to reach out to them for a prorated share of the cost?

Motion made by Gil Stauffer, seconded by Andrew Hughes, to purchase the new system as presented and bill the entities for a prorated share. Motion carried 6-0.

6. Approval of Payment Application #3 From E.F. Possinger & Sons in the Amount of \$26,422.00 for the Dimmick Park Playground Project- Council Action

Motion made by Michael McKenna, seconded by Philip Weber, to approve the final payment of \$26,422.00 to E.F. Possinger & Sons for the Dimmick Park Playground Project. Motion carried 6-0.

Council asked Mr. Smith to look for grants the Borough can apply for to install a camera system at the playgrounds due to the recent graffiti incidents.

7. Approval of Final Payment Application (#6) From Kolbalt Construction in the Amount of \$19,063.00 for the Water Street Improvements Project- Council Action

Motion made by Michael McKenna, seconded by Philip Weber, to approve the final payment of \$19,063.00 to Kobalt Construction for the Water Street Improvements Project. Motion carried 6-0.

XI Announcements- None

XII. Executive Session

Motion made by Andrew Hughes, seconded by Philip Weber, to adjourn to Executive Session at 8:30 p.m. Motion carried 6-0.

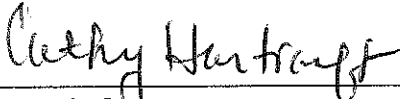
Mr. Corriere advised that the Executive Session is to discuss potential litigation, contract negotiations, and potential purchase of property.

Council reconvened from Executive Session at 9:25 p.m. Mr. Corriere reiterated that the Executive Session was held to discuss potential litigation, potential purchase of property, and contract negotiations.

XIII. Adjournment

Motion made by Andrew Hughes, seconded by Gil Stauffer, to adjourn the meeting at 9:30 p.m. Motion carried 6-0.

Adopted by the Hellertown Borough Council this 16th Day of September 2019.



Borough Secretary