

Borough of Hellertown  
Council Meeting Minutes  
Monday, October 7, 2019

**A Budget Session Was Held Prior To The Meeting at 6:00 P.M.**

- I. Call to Order – Thomas Rieger, 7:03 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-	Absent with prior notification
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

Mr. Hughes wanted to clarify his discussion with Chief Shupp at the last meeting that there was a 25 percent increase from last year's number to this year and that this year's total match those of 4 years ago.

Motion made by Philip Weber, seconded by Earl Hill, to adopt the meeting agendum as amended. Motion carried 6-0.

- V. Approval of Meeting Minutes

- 1. September 16, 2019
- 2. September 28, 2019 Public Works Building Roundtable

Motion made by Michael McKenna, seconded by Philip Weber, to approve the September 16, 2019 Council Meeting Minutes and the September 28, 2019 Roundtable Minutes as written. Motion carried 6-0.

**\*\*\*\*\*Acceptance of 2020-2022 Police Contract\*\*\*\*\***

Jeff Stewart- Negotiations began in July of this year. The association's representatives are Officer Andree and Officer Szmodis. The contract will offer a pay increase of 2.5 percent in 2020, 2.75 percent in 2021, and 2.75 percent in 2022. Healthcare and pension contributions will also increase each year. Two paid holidays have been eliminated and replaced with two personal days.

This contract also creates a new pay scale for any new full-time police officers hired which will save the Borough over \$100,000.00 the first five years of the officer's contract. The new scale will not affect any current officers.

Mr. Rieger thanked Mr. Stewart, Mrs. Hartranft, and the Police Association members for a fast and fair outcome.

Motion made by Philip Weber, seconded by Michael McKenna, to accept the 2020-2022 Uniformed Contract. Motion carried 6-0.

**\*\*\*\*\*Swearing-In of Chris Miller as Fire Police\*\*\*\*\***

Mayor Heintzelman administered the oath of office to Chris Miller as Fire Police for the Borough of Hellertown.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Carole Reese, Vice President of Planning and Research- Review and Discussion on US Census

Ms. Reese- I work as the Vice President of Planning and Research for Moravian College. I am also a Northampton County and Bethlehem liaison for Census 2020.

This year, participation will be able to be completed online in addition to the paper forms. The Census results are used businesses, local government, and for allocating Federal and State Funding. I will be the liaison for Hellertown Borough and would like to start a Hellertown Census Count Committee. We will try to go to events to spread awareness and also create school curriculum. I would like Council's endorsement to form the committee.

Motion made by Andrew Hughes, seconded by James Hill, to authorize the formation of a Census Committee. Motion carried 6-0.

Council recommended setting up a table at Light-Up Night and attending Saucon Valley Lions Club and the Saucon Valley Partnership meetings.

2. Kirk Williams- Request to Use Authority Park for Midnight Wedding

Mr. Williams- My fiancée and I would like to get married at midnight on May 29-30, 2020 at Authority Park. She was born on the 29<sup>th</sup> and I was born on the 30<sup>th</sup>. There will be approximately 30 people present. We would use luminaries to light the walkways. Mayor Heintzelman will be performing the short ceremony and then we will vacate the park.

Mr. Rieger reminded Council that the park ordinance notes that the park is closed from dawn to dusk so Council would need to suspend the ordinance for this to be allowed.

Motion made by Earl Hill, seconded by James Hill, to suspend the ordinance from May 29, 2020, at 11:00 p.m. to May 30, 2020, at 1:00 a.m. to allow the wedding with the understanding that Mayor Heintzelman will be performing the ceremony. Motion carried 6-0.

3. Eric Wolfe- Discussion on Replacing Score Board at East End Field

Mr. Wolfe- The Youth Sports Association would like to replace the old scoreboard at the East End Field. The current one can no longer be repaired. The new scoreboard would have a LED 8' by 10' display. I would also like permission to place sponsors name on

the scoreboard. The sponsor as offered to pay for the entire project.

Mr. Russo- They would need zoning relief since the field is located in the Conservation District and the proposed sign is digital.

Motion made by Philip Weber, seconded by Earl Hill, to send request to Zoning Hearing Board, Council will send a letter of support since it is for a civic organization, the cost of the stenographer will be paid out of the donation account, and to allow the sponsorship placement on the scoreboard. Motion carried 6-0.

4. Lost Tavern Brewing- Discussion on Pints for a Purpose Event

Kenny Rampolla- Lost Tavern Brewing will be hosting the Pints for a Purpose Event on October 15, 2019, from 5:30-7:30 p.m. The event will support our local fire departments. We would like to close Hampton Street to Oak Alley for safety. There will be two food trucks and two fire trucks. Dr. Woodruff is again allowing his parking area.

Motion made by Philip Weber, seconded by Michael McKenna, to approve the temporary road closure for the Pints for a Purpose Event and have Public Works drop off barricades. Motion carried 6-0.

B. Agenda Items- None

C. Non-agenda Items

Eilidh Lipp- I have been in discussions with the school district regarding the dangers of the new dismissal procedure using the intersection of Tobias Drive and Walnut Street when there is no crosswalk. They referred me to come talk to Council since you would have to install a crosswalk.

Chief Shupp- I would gladly attend a meeting with you and the superintendent of the school to discuss this. By law, the Borough cannot install a crosswalk if there is not an ADA compliant ramp on either end. The school district is responsible for the sidewalks so they will need to install an ADA compliant ramp. The school zone would then need to be updated and we would have to hire another crossing guard for that crossing.

Ms. Lipp will set up a meeting with Superintendent Butler and Mr. Weber will bring this up at the Saucon Valley Partnership Meeting this week.

#### VII. Reports from Elected Officials

##### A. President

Mr. Rieger had only agenda items to discuss.

##### B. Mayor

Mayor Heintzelman- I attended the ribbon cutting for the new Apple Street Church.

I was challenged by Mayor Sal Panto to a garlic cook-off at Garlic Fest. Mayor Stephen Ellis also competed. We were each allowed to pick a professional chef. I chose Bobbie from Brooklyn's Catering. Hellertown won and we will be defending our title next year.

The Spirit Parade will be on October 20, 2019. The judges' booth will be located at Borough Hall this year.

##### C. Council

Council had nothing to report.

#### VIII. Reports from Appointed Officials

##### A. Treasurer- None

B. Engineer

Mr. Smith- The bids have been advertised for the Main Street signalized crosswalks and Water Street crosswalk stamping. The results will be on the agenda for Council's approval at the next 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

Chief Shupp- The Police Department has completed Wave 1 and Wave 2 of the junked vehicle enforcement. Wave 1 had 23 violations and 12 have come in compliance. Wave 2 had 22 violations.

F. Public Works Director

1. Announcement of 2019 Leaf Collection Schedule

Mr. Yonney- The 2019 Leaf Collection Schedule will begin on October 28, 2019.

The Public Works Department install the Main Street benches and assisted in the planting of trees in the I-78 corridor.

Mr. Yonney- The 2019 Fall Yard Waste Collection will begin next week following the normal garbage schedule. Everything must be bagged, bundled, or tied. Public Works will also be taking the leaf picker out as needed.

G. Zoning/Codes Officer

Mr. Russo- I have been working with the Police Department on the junked vehicle enforcement. Those vehicles that don't fall under the Junked Vehicle Ordinance have been sent letters under the Property Maintenance Code. Three vehicles have been removed and I have five outstanding notices.

H. Fire Chief

1. Quarterly Reports

Chief Maguire- The Fire Company has had 274 calls for service. Crews have worked 2,600 man hours on calls and training. All the pumps passed their inspections.

2. Open and Read Aloud Fire Truck Bids

Chief Maguire and Randy Yardumian were present to open the bids. They are as follows:

1. Ferrara, from Holden, LA- \$959,340.00
2. Pierce, from Appleton, WI= \$1,222,162.00
3. Spartan, Brandon, SD=\$1,102,151.00
4. E-One, Ocala, FL= \$1,108,650.00
5. Seagrave, Clintonville, WI= \$1,279,806.00
6. HME, Wyoming, MI= \$1,072,289.00

I. Emergency Management

Chris Scherer- The quarterly meeting has been rescheduled to tomorrow night. The annual NIMS surveys have gone out to the departments and I will compile a spreadsheet. I sent Mrs. Hartranft the updated Emergency Operations Plan this afternoon.

The updated Emergency Operations Plan will be on the agenda for approval at the October 21, 2019, meeting.

IX. Unfinished Business

1. Review and Discussion on Codes Used to Enforce Property Maintenance and Junked/Abandoned Vehicles

Motion made by James Hill to table this item until the October 21, 2019 Meeting. Motion carried 6-0.

X. New Business

1. Discussion on Zoning Petition for 1527 Easton Road

Attorney Tom Schlegel was present for the petitioners. The owners of 1527 Easton Road would like to rezone their property from R-1 to R-2 to allow more options for redevelopment. They own 6.7 acres in Hellertown Borough and the rest is located in Lower Saucon Township.

Mr. Corriere- Borough Council has three options. The first would be to adopt a Zoning Amendment. The second would be to reject the plans outright. The third would be to send the petition to the Planning Commission for recommendation and then it would come back before Council.

Motion made by Michael McKenna, seconded by Andrew Hughes, to send the petition to Planning Commission for review and recommendations. Motion carried 6-0.

2. Outstanding Obligations- Approval of Payments

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

3. Adoption of Resolution 19-16, Agreement with PennDOT to Accept TA Set Aside Funding- Council Action

Mrs. Hartranft- The Borough was awarded \$900,000.00 for the Main Street Initiative. Since it is Federal funds, they are requiring that the Borough adopt a resolution accepting the funds and designate signees.



Motion made by Philip Weber, seconded by Earl Hill, to adopt Resolution 19-16. Motion carried 6-0.

4. Authorization to Hire Jonathan Severn as Public Works Laborer II- Council Action

Mrs. Hartranft- Mr. Yonney and I interviewed a number of candidates and are recommending the hiring of Jonathan Severn for the Public Works Laborer II position.

Motion made by James Hill, seconded by Earl Hill, to authorize the hiring of Jonathan Severn as Public Works Laborer II in accordance with the Non-Uniform Collective Bargaining Agreement.

5. Presentation and Approval of Hometown Hero Banner Program- Council Action

Mr. Rieger- A committee was created and has met to create criteria and designate display areas. To qualify, the honoree must have resided in the Saucon Valley at some point in their life and be serving, honorably discharged, or killed in the line of duty. Banners will be displayed along Walnut Street, Easton Road, Cherry Lane, and Water Street. Applicants cannot designate a placement area. The cost for a banner is \$190.00 and they will be displayed for two years. People can also donate toward banners or apply for a hardship. The deadline for the 2020 round is February 1, 2020 for placement in time for Memorial Day. Banners cannot be purchased as a surprise and honorees must sign the applications in approval.

Motion made by Andrew Hughes, seconded by Earl Hill, to adopt the Hometown Heroes Banner Program. Motion carried 6-0.

6. Approval of Revised Substance Abuse and Drug Testing Policy- Council Action

Mrs. Hartranft- The Federal Government added to the substances that would be tested after the Borough had adopted the Substance Abuse and Drug Testing Policy. They will now be testing for opioids including hydrocodone, oxycodone, hydromophone, and oxymorphone. The revised policy reflects this change.

Motion made by Michael McKenna, seconded by Philip Weber, to approve the revised Substance Abuse and Drug Testing Policy. Motion carried 6-0.

7. Approval of 2020 Music in the Park Concerts on May 17, June 7, June 28, July 12, July 26, and August 16 and Waiver of Alcohol Prohibition in Dimmick Park- Council Action

Mr. Rieger- The committee is thinking of possibly using the May 17 concert as a fundraiser.

Since last year was such a big hit, the committee has asked that Council volunteer to cook for two of the concerts with the proceeds going to the Music in the Park fund. The dates will be the June 7 and August 16.

The committee would also like Council to waive the prohibition on alcohol in the park for these events. There have been no issues in the past.

Motion made by Earl Hill, seconded by Andrew Hughes, to approve the dates for the 2020 Music in the Park Concert Series and waive the alcohol prohibitions to these events. Motion carried 6-0.

8. Approval of Proposal to Upgrade Server, Migration to Office 365, and Hardware Upgrades- Council Action

Mr. Rieger- The last major upgrade was back in 2012. We have budgeted some funds in anticipation. These upgrades are necessary for productivity and security. It will also prevent any down time since it would all be Cloud based. The proposal we received is from our current IT provider, Alura. All of the necessary hardware can be purchased through Costars. The migration cost is \$44,368.00 and hardware cost is \$10,000.00.

Motion made by Michael McKenna, seconded by Philip Weber, to approve the proposal as presented. Additional funding will be taken from the Administrative Capital Fund. Motion carried 6-0.

9. Accept Resignation of Cleaning Personnel and Authorization to Advertise Position- Council Action

Mrs. Hartranft- Our cleaning personnel has put in her two weeks notice and her last day is October 19, 2019. I would like Council to approve advertising the position and also to authorize a 50 cents increase in hourly rate.

Motion made by Philip Weber, seconded by Michael McKenna, to accept the resignation with regret, authorize the advertisement of the open position, and approve a 50 center per hour raise for the position. Motion carried 6-0.

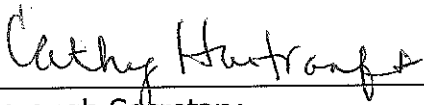
XI Announcements- None

XII. Executive Session- None

XIII. Adjournment

Motion made by Michael McKenna, seconded by James Hill, to adjourn the meeting at 8:53 p.m. Motion carried 6-0.

Adopted by the Hellertown Borough Council this 21<sup>st</sup> Day of October 2019.

  
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Borough Secretary