

Borough of Hellertown  
Council Meeting Minutes  
Monday, November 4, 2019

- I. Call to Order – Thomas Rieger, 7:00 p.m.
- II. Pledge - All
- III. Roll Call – Cathy Hartranft

Earl Hill-	Present
James Hill-	Absent – Mr. Hill arrived at 7:05 pm
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. Tina Krasnansky was absent with prior notification.

- 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. October 21, 2019

Motion made by Gil Stauffer, seconded by Earl Hill, to approve the October 21, 2019, meeting minutes as written. Motion carried 6-0.

- VI. Courtesies of the Floor

- A. Pre-Scheduled Appearances- None
- B. Agenda Items- None

C. Non-agenda Items

Jason Prushinski, 562 Tobias Drive- I have lived across from the fire company for about 3 years. It seems like there is an increase in the amount of sirens and backup alarms during the nighttime hours which is affecting our sleep. I am wondering if the backup alarms are necessary and if the siren cannot be used as much.

James Hill arrived at 7:05 p.m.

Chief Maguire- We are mandated to have backup alarms. Fire vehicles do not have the ability to turn them off. EMS does have a switch but it is a huge liability and someone could get severely injured.

Staff will look into the mandates.

VII. Reports from Elected Officials

A. President

Mr. Rieger had only agenda items to discuss.

B. Mayor

Mayor Heintzelman had only agenda items to discuss.

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- Attorney Schlegel submitted a proposed zoning map change ordinance for 1527 Easton Road. It will be discussed at the November 12, 2019 Planning Commission Meeting.

I met with staff regarding Zoning and SALDO updates. A draft will be brought to Council shortly.

D. Manager

Mrs. Hartranft- Staff is working on a policy regarding Sheriff's Sales for liens. It will be presented to Council shortly.

E. Chief of Police

Chief Shupp had nothing to report.

F. Public Works Director

Mr. Yonney- We received our first delivery of salt for the winter today.

The leaf picker repairs should be completed by Wednesday.

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 Outstanding Liens Collection Policy

This item will be brought to Council for discussion shortly.

2. Approval to Reject All Bids for Signalized Crosswalks on Main Street Project and Crosswalk Improvements on Water Street Project- Council Action
3. Authorization to Rebid Signalized Crosswalks on Main Street Project and Crosswalk Improvements on Water Street Project- Council Action

Mr. Smith- We received only one bid for each project. The bids came in at \$319,680.00. The grant award is for \$219,155.00. We are recommending rebidding the project in two packages and having the decorative crosswalk installed at Main and Water Streets only. The other intersections would be Thermotaped.

Motion made by Andrew Hughes, seconded by Earl Hill, to reject all bids and rebid with the recommended changes. Motion carried 7-0.

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. Presentation and Adoption of 2020 Preliminary General, Sanitation, Fire, Liquid Fuels, and Capital Budgets- Council Action

Mrs. Hartranft- There have been no significant changes since the last budget session. Because the Borough received a TASA grant, we will need to conduct a single audit. The estimate from our auditing firm is \$3,500.00. I would like to include this in the audit for next year. Also, another employee has selected the opt-out for health coverage so that balance will change slightly. Council will need to make a motion on the preliminary budget and authorize its advertisement. It will be on

the agenda for final adoption at the December 2, 2019, Council Meeting.

Mr. Rieger noted that there is no proposed tax increase.

Motion made by Michael McKenna, seconded by Philip Weber, to adopt 2020 Preliminary Budget. Motion carried 7-0.

3. Authorization to Advertise 2020 Preliminary Budget- Council Action

Motion made by Philip Weber, seconded by Earl Hill, to advertise the 2020 Preliminary Budget. Motion carried 7-0.

Mr. Rieger- There is a new Pennsylvania law that states that a tax ordinance is not necessary if there is no change in the millage. The Borough can do this by resolution.

4. Applicant is Seeking Approval for Development Under the Flexible Redevelopment Ordinance- Council Action

Mr. Smith- The FRO was created in the Highway Commercial and part of the Mixed Zone to expand redevelopment. Without the FRO, the Highway Commercial Zoning District does not allow for residential development. First, the applicant must ask Council to proceed with the plan under the FRO. The next step is to go through the land development process before Planning Commission.

Derrick Herman and Dano Guerrieri were present to discuss the plan. The plan is to combine one vacant lot and three residential lots at Kichline Avenue and Gum Street into one lot and build 28 apartment units and 2 commercial offices. Our plan allows for 50 parking spaces. We will with need relief from the Zoning Hearing Board or to finalize a lease with a neighbor for the additional required parking spaces. We will also require a SALDO waiver of the shade tree requirement. When we presented to the Planning Commission, they seemed alright with us planting 24 on site and the remainder being donated to plant elsewhere in the Borough.

Mr. Weber expressed his concern with traffic flow on Gum Street and recommending either making it one-way or widening the alley.

Mr. Earl Hill wants them to secure the parking agreement as a contingency.

Chief Maguire was present and noted that without improvements to Gum alley, an emergency vehicle will not make the turn.

Motion made by Earl Hill, seconded by Andrew Hughes, to allow applicant to proceed under the FRO contingent upon reconfiguring the entrance to allow emergency vehicles and moving trucks to enter, reconstructing Gum Street, and obtaining a shared parking agreement for the additional required spaces. Motion carried 7-0.

5. Award Bid for Compost Center Pole Building to Dutchman Contracting, LLC, in the Amount of \$57,921.00- Council Action

Mrs. Hartranft- Two bids were received for this project. The Committee is recommending awarding the bid to Dutchman Contracting, LLC. The Committee would also like to include the alternate of a sliding door on the North wall for an additional cost of \$2,475.00.

Motion made by Earl Hill, seconded by Michael McKenna, to award the Compost Center Pole Building Project to Dutchman Contracting, LLC, in the amount of \$57,921.00 plus the alternate sliding door at \$2,475.00. Motion carried 7-0.

6. Authorization to Hire Tracie Drayton as Cleaning Personnel at a Rate of \$12.00 Per Hour. Contingent Upon Successfully Completed Background Check- Council Action

Mrs. Hartranft- Council authorized staff to advertise for the cleaning personnel position. It has been duly advertise. Staff is recommending hiring Tracie Drayton for the position.

Motion made by Michael McKenna, seconded by Earl Hill, to hire Tracie Drayton as cleaning personnel at a rate of \$12.00 per hour contingent upon successful completion of background check. Motion carried 7-0.

XI Announcements

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

The Community Center Banquet will be held on November 8, 2019.

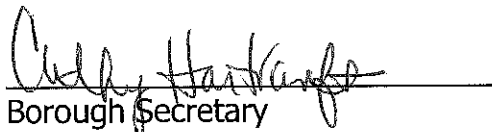
Light-Up Night will be held on November 29, 2019.

XII. Executive Session- None

XIII. Adjournment

Motion made by Michael McKenna, seconded by Earl Hill, to adjourn the meeting at 8:01 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 18<sup>th</sup> Day of November 2019.

  
Borough Secretary