

Borough of Hellertown
Council Meeting Minutes
Monday, November 18, 2019

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-	Absent with prior notification
Thomas Rieger-	Present
Gil Stauffer-	Present
Philip Weber-	Present
Mayor Heintzelman-	Present

Also in attendance were Michael Corriere, Barry Yonney, Cathy Hartranft, Angie Thiede, Detective Dattilio, Tina Krasnansky, Bryan Smith, and Kris Russo. Chief Shupp 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. November 4, 2019

Motion made by Gil Stauffer, seconded by Earl Hill, to approve the November 4, 2019, meeting minutes as written. Motion carried 6-0.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Robin Rotherham, Hellertown Area Public Library- Request for Borough Council to Support Grant Funding Application

Ms. Rotherham- The library would like to apply for a Keystone Grant for exterior improvements including new sidewalks leading to the building, landscaping, and pavers. The cost of the project is \$15,000.00 and requires a 50 percent match. The Friends of the Hellertown Library is working to fundraise the match.

Mrs. Hartranft- A municipality must apply on behalf of the library.

Motion made by Philip Weber, seconded by Gil Stauffer, to support the grant application. Motion carried 6-0.

2. Josh Popichak- Discussion on Keep Hellertown Warm Project

Mr. Popichak- This will be the third year of the project. We would again like to use the fence by Water Street Park on the Rail Trail. Businesses will again collect the donations.

Motion made by Philip Weber, seconded by Gil Stauffer, to continue supporting the program with the same guidelines as previous years. Motion carried 6-0.

B. Agenda Items- None

C. Non-agenda Items

Jason Prushinski, 562 Tobias Drive, came for an update to the discussion he had at the last meeting requesting the backup alarms be turned off at night on the Dewey Fire Company vehicles.

Chief Shupp was not present for the meeting so it will be placed on the next agenda under "Unfinished Business".

VII. Reports from Elected Officials

A. President

Mr. Rieger had only agenda items to discuss.

B. Mayor

Mayor Heintzelman- I had the opportunity to meet with two Boy Scout Troops to discuss the Police Department and they also got a tour of the Borough Hall and the police vehicles.

Recently, I presented proclamations to Jessica O'Donnell and Christ Lutheran Church.

I was present and spoke at the Veteran's Day service at the Union Cemetery.

Light-Up Night will be November 29, 2019.

C. Council

Council had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer

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

Motion made by Philip Weber, seconded by Gil Stauffer, to receive the October 2019 Treasurer's Report and Statement of Revenues and Expenditures. Motion carried 6-0.

B. Engineer

Mr. Smith- The signal upgrades and crossing improvements projects are out to bid. The results will be on the agenda for award at the December 2, 2019, meeting.

Additional information will be provided to Council at the next meeting on the EV Charging Stations.

C. Solicitor

Mr. Corriere- Staff is working on the Zoning/SALDO revisions and the policy for the Sheriff's Sale for Outstanding Liens.

D. Manager

Mrs. Hartranft- The Borough was awarded two grants. We received a DCNR Grant in the amount of \$228,000.00 for updates to the refreshment stand and Authority Park. We also received a CIP Grant in the amount of \$10,000.00 for the greening of the swale at Dimmick Park.

E. Chief of Police

1. Monthly Report

Chief Shupp wasn't present for the meeting.

Motion made by Earl Hill, seconded by Philip Weber, to receive the Police Monthly Report and make a part of these minutes. Motion carried 6-0.

F. Public Works Director

1. Monthly Report

Motion made by Philip Weber, seconded by Gil Stauffer, to receive the Public Works Monthly Report and make a part of these minutes. Motion carried 6-0.

G. Zoning/Codes Officer

1. Monthly Report

Motion made by Philip Weber, seconded by Earl Hill, to receive the Zoning/Code Enforcement Monthly Report and make a part of these minutes. Motion carried 6-0.

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business- None

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Approval of Dewey Fire Company Land Development Preliminary/Final Plan- Council Action

Mr. Smith- I would recommend Council table this item. They have not gone before the Zoning Hearing Board so Council should wait to give final approval of the plan.

Motion made by Earl Hill to table this item. Motion carried 6-0.

3. Discussion on 1527 Easton Road Zoning Change Request- Council Action

Mr. Schlegel was present on behalf of the applicants. I appeared in front of the Planning Commission on November 12, 2019, to discuss the zoning change from R1 to R2. I will require Council direction on how to proceed.

Motion made by Earl Hill, seconded by Gil Stauffer, to proceed with advertising proposed zoning change for a public hearing. Motion carried 6-0.

4. Discussion on 85 Division Street Lot Subdivision Waiver Requests- Council Action

Mr. Russo- The applicant will be withdrawing the plan and resubmitting a new plan based on the recommendations of the Planning Commission.

Motion made by James Hill to table this item. Motion carried 6-0.

5. Approval to Install Saucon Rail Trail Station Signs- Council Action

Steve LaBrake- The Rail Trail Committee would like to install signage showing the locations of the rail stations. The Committee will be paying for the project. We are asking for Public Works assistance in installing the signage.

Motion made by Philip Weber, seconded by Andrew Hughes, to accept as presented. Motion carried 6-0.

6. Adoption of Amended Health Insurance Opt-Out Policy- Council Action

Mrs. Hartranft- Council had adopted the Opt-Out Policy as an incentive to either opt-out of family or single health care coverage through the Borough. The policy remains the same but includes the updated amounts per the approved police contract.

If the employee is eligible for family coverage and forgoes all coverage, they will receive \$7,000.00 per year. If the employee is eligible for family health coverage but stays on the Borough's coverage as an individual, they will receive \$5,000.00. If a single employee forgoes all coverage, they will receive \$4,000.00.

Mr. Hughes would like to look into a more substantial increase in hopes of more employees taking advantage of the opt-out. It was determined that since the police contract was just negotiated and the budget numbers reflect the outlined amounts, Council can choose to look into the possibility of a larger increase during next budget session. Mr. Hughes would also like further clarification in the policy outlining that the employee will receive installment payments in the first paycheck of each month.

Motion made by Earl Hill, seconded by Andrew Hughes, to adopt the policy with clarification. Motion carried 6-0.

7. Acceptance of Modification to Main and Walnut Traffic Signal Including Addition of 5 Section Traffic Signal Head, Addition of a Left Turn Yield On Green Sign, Left Turn Lane Vehicle Detection, Signal Timing Modifications, and Minor Miscellaneous Drafting Modification. The Cost Estimate is \$1,200.00- Council Action

Mr. Smith- PennDOT completed the traffic studies at Main and Water Streets and Main and Walnut Streets. It was determined that no changes need to be made at Main and Water Streets. They did recommend the addition of a left turn arrow at Main and Walnut Streets. The cost of the addition will be \$12,000.00. PennDOT will update the signal plan.

Motion made by Philip Weber, seconded by Earl Hill, to approve funding for the traffic arrow with \$5,000.00 coming from General Fund Traffic Lights line item and the remainder will come out of the contingency fund. Motion carried 6-0.

8. Approval of Special Event Request From Saucon Valley Conservancy for Parking at Water Street Park- Council Action

Mr. Rieger- The Borough planted the new grass and is having the Farmer's Market stay at the Library another year to save the grass. I feel we should deny the request. It is a public park. If there is space available, that is fine but the Borough should not allow reserved parking.

Motion made by Philip Weber, seconded by Earl Hill, to deny the request and not reserve parking. Motion carried 6-0.

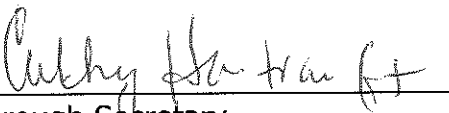
Detective Dattilio noted that under Pennsylvania Statute 75 Pa.C.S.A. §4107 (b)(1) it is unlawful to render inoperative any equipment that was required to be installed by the manufacturer. Therefore, the fire company cannot disable the backup alarms as they are required to be installed.

Mr. Prushinski stated that statute doesn't deal with the noise issue. Mayor Heintzelman asked that Mr. Prushinski email him any additional questions so he may discuss them with the Police and Fire Chiefs.

- XI Announcements- None
- XII. Executive Session- None
- XIII. Adjournment

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

Adopted by the Hellertown Borough Council this 2nd Day of December 2019.


Borough Secretary

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

October 2019

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

During the month of October the Police received 415 calls for service. We did receive 2 Forgery/Fraud, 3 Theft, 6 Domestic/Assault, 1 Sex Offense, 1 Unauthorized Use of a Motor vehicle, 1 Assault with a Firearm, 2 Child Abuse and 14 traffic collision calls. We wrote 79 citations.

The Police Department filed 46 charges including 23 for Narcotics Possession, 8 for DUI, 1 for Assault, 1 for Loitering and Prowling at Night and 2 for False ID to Law Enforcement.

As of the end of the month the Police have completed all necessary training requirements for the year and we are now working on setting up all training for next year. The Halloween parade was unfortunately cancelled this year but we had a fantastic Trick or Treat. We had officer driving around handing out candy, lollipops and glow sticks as well as officers at Dewey and Borough Hall. It was really well received by our residents. The officers had another outstanding month in regards to criminal arrests, as you can see by the numbers above. The guys have been doing an outstanding job. Any questions please feel free to stop in or call.

Chief Robert Shupp III

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

1 ACTIVITY COMPLETED

Began Leaf Collection
Placed and Removed Barricades for Spirit Parade
Installed Heaters at Fountains
Weeded and Trimmed Borough Hall Trees and Bushes
Patched Pothole at Crossroads
Worked on Dimmick Park ADA Project (15 days)
Rotated Compost Piles
Crew Attended Salt Management Class
Crew Went for Hearing Tests
Cleaned Interior of All Vehicles
Leaf Picker Taken for Repairs
Serviced #12 and #13
Helped Install Railroad Crossing Signs on Rail Trail
Repair Doorway on Stables

2 OTHER

Cleaned All Outside Lights at Borough Hall
Cleaned Shops and Lunch Room Weekly.
Cleaned the Millrace
Cleaned Catch Basins
Cleaned Out Wash Bay Pit
Swept Main and Misc. Streets.
Filled Dog Waste Bags Weekly
Cleaned Borough Hall
Repaired Gate and Swings at Tot Lot

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

I-78 Tree and Bush Planting
Install Main Street Benches
Installed Fencing Around Bleachers

4 MEETINGS

Council Meetings
Budget Meetings

5 OTHER

Emptied trash barrels on every twice per week
Cut Grass At All Fields and Properties
Clean and Stock Park Bathrooms Daily



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 Oct 18-Nov 14

Local Permits Issued:	17
BIA Permits Issued:	7
Sidewalk Inspections:	12
Residential Rental Inspections:	0
Fire Inspections:	1
Service Requests/Complaints	37

Citations: 0

Planning Commission activity: 85 Division St: Land development-**Tabled**
502 Durham St: Land development.-**Conditionally Approved**
1527 Easton Rd: Zoning map amendment-**recommended**
council deny the request

ZHB activity: Upcoming-Dewey variance and Youth Sports variance.

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

Court Appearances: 0

Other Information: NONE

Business Activity: NONE

**Borough of Hellertown
Monthly Permit Report**

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FOR PERMITS ISSUED BETWEEN 10/18/2019 AND 11/14/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
10/22/2019	Z-190503	STELLA CADENTE INVESTMENTS LL	766 MAIN ST	Q7SW2D-3-8	\$100.00	\$25.00
	Zoning	Sign Permit				
10/24/2019	M-190506				\$0.00	\$25.00
	MobileFood	Mobile Food License				
10/24/2019	M-190507				\$0.00	\$200.00
	MobileFood	Mobile Food License				
10/29/2019	D-190516	LANG, AMBER L,	1058 DETWEILER AVE	Q7SW2B-3-6	\$0.00	\$75.00
	Dumpster	Dumpster Permit				
10/30/2019	Z-190522	DARTER LLC,	1618 MAIN ST	Q7NW2D-7-15	\$500.00	\$25.00
	Zoning	Fence				
10/30/2019	Z-190523	MYERS, RUTH ANNE,	821 MAGNOLIA RD	Q7SE4A-3-5	\$2,000.00	\$50.00
	Zoning	Sidewalk				
10/30/2019	Z-190524	BERRADA, TAIEB And CHATZIDIMIT	201 E SAUCON ST	Q7SW3B-3-9A	\$1,900.00	\$50.00
	Zoning	Sidewalk				
11/5/2019	Z-190529	KNARR, DAVID A And SUSAN R,	444 LOCUST RD	Q7SE1D-3-4	\$100.00	\$25.00
	Zoning	Concrete Work				
11/5/2019	Z-190528	GRIST MILL DEVELOPMENT COMPA	120 E SAUCON ST	Q7SW3B-7-1B	\$2,050.00	\$50.00
	Zoning	Sidewalk				
11/5/2019	Z-190530	PRICE, RICHARD S And JOHANNA	963 JUNIPER RD	Q7SE1D-2-16	\$5,750.00	\$100.00
	Zoning	Sidewalk				
11/5/2019	Z-190527	KNARR, FRANCES,	832 MAPLE RD	Q7SE4A-10-14	\$500.00	\$25.00
	Zoning	Concrete Work				
11/7/2019	D-190535	HIGGINBOTHAM, JOHN R,	1225 DETWEILER AVE	Q7NW3C-12-6	\$0.00	\$75.00
	Dumpster	Dumpster Permit				
11/7/2019	L-190539				\$0.00	\$100.00
	Soliciting	Nov 7- Nov 14 2019				
11/14/2019	Z-190546	HERCZEG, JEFFREY J And EVELYN	1543 RIEGEL ST	Q7NW2C-6-4D	\$4,000.00	\$75.00
	Zoning	Addition/Driveway				
11/14/2019	M-190544				\$0.00	\$200.00
	MobileFood	Mobile Food License				
11/14/2019	Z-190543	MARCOZZI, MARIO And ROSALIE,	0 FRONT(785 Front/50 Ham	Q7SW2D-3-16	\$7,500.00	\$100.00
	Zoning	Sidewalk				
11/14/2019	Z-190545	WILLIAMS, BRIAN And LEO P JR.,	55 E DEPOT ST	Q7SW2A-7-12	\$700.00	\$25.00
	Zoning	Shed				

Borough of Hellertown

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Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 10/18/2019 AND 11/14/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
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TOTAL NUMBER OF PERMITS:	17
TOTAL ESTIMATED VALUE:	\$25,100.00
TOTAL PERMIT FEES:	\$1,225.00

Summary by Type

**Borough of Hellertown
Monthly Permit Report**

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FOR PERMITS ISSUED BETWEEN 10/18/2019 AND 11/14/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
10/18/2019	E-190500 Elect	SINGLEYS REAL ESTATE LLC, Commercial	46 - 76 W WATER ST	Q7SW2D-8-1	\$2,700.00	\$179.50
10/29/2019	F-190517 Roof	PANICK, J GERALDINE, Roof-Residential	0 FRONT ST	Q7SW3A-2-19	\$0.00	\$79.50
10/29/2019	E-190518 Elect	KUDERA, RACHAEL C/O RACHAEL P Service repair	129 NORTHAMPTON ST	Q7SW3C-2-9A	\$0.00	\$79.50
11/4/2019	E-190526 Elect	MAYCHUK, DONALD And ERICA, Underground Service	232 WILLOW RD	Q7SE4A-12-1	\$2,000.00	\$79.50
11/7/2019	F-190536 Roof	MARCOZZI, MARIO And ROSALIE, Roof-Residential	0 FRONT(785 Front/50 Ham	Q7SW2D-3-16	\$5,000.00	\$79.50
11/7/2019	E-190537 Elect	FUDERER, KELLY L, New Service	131 NORTHAMPTON ST	Q7SW3C-2-9	\$1,000.00	\$79.50
11/14/2019	B-190547 Build	HERCZEG, JEFFREY J And EVELYN Addition-Residential	1543 RIEGEL ST	Q7NW2C-6-4D	\$4,000.00	\$229.50

TOTAL NUMBER OF PERMITS: 7
TOTAL ESTIMATED VALUE: \$14,700.00
TOTAL PERMIT FEES: \$806.50

Summary by Type

1 Commercial
4 Residential

**Borough of Hellertown
Monthly Permit Report**

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FOR PERMITS ISSUED BETWEEN 10/18/2019 AND 11/14/2019

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
10/18/2019	S-190502 SideInsp	MYERS, RUTH ANNE, Sidewalk And Curb Inspection Application	821 MAGNOLIA RD	Q7SE4A-3-5	\$0.00 \$25.00
10/18/2019	S-190501 SideInsp	BERRADA, TAIEB And CHATZIDIMIT Sidewalk And Curb Inspection Application	201 E SAUCON ST	Q7SW3B-3-9A	\$0.00 \$25.00
10/23/2019	S-190504 SideInsp	DOLLAR-KRELL, BEVERLY, Sidewalk And Curb Inspection Application	414 MAPLE RD	Q7SE4A-4-3	\$0.00 \$25.00
10/24/2019	S-190510 SideInsp	HARING, CHRISTOPHER M And JUL Sidewalk And Curb Inspection Application	969 JUNIPER RD	Q7SE1D-2-15	\$0.00 \$25.00
10/25/2019	S-190512 SideInsp	ROBINSON, LAURA A, Sidewalk And Curb Inspection Application	1117 1ST AVE	Q7NW3D-10-7	\$0.00 \$25.00
10/29/2019	S-190519 SideInsp	KNARR, FRANCES, Sidewalk And Curb Inspection Application	632 MAPLE RD	Q7SE4A-10-14	\$0.00 \$25.00
10/30/2019	S-190520 SideInsp	CAREY, SCOTT And SHERYL L, Sidewalk And Curb Inspection Application	820 MAGNOLIA RD	Q7SE4A-9-2	\$0.00 \$25.00
11/5/2019	S-190531 SideInsp	BURGOS, NANCY And KIMBERLY, Sidewalk And Curb Inspection Application	114 NEW ST	Q7SW3D-3-9	\$0.00 \$25.00
11/7/2019	S-190538 SideInsp	MARCOZZI, MARIO And ROSALIE, Sidewalk And Curb Inspection Application	0 FRONT(785 Front/50 Ham	Q7SW2D-3-16	\$0.00 \$25.00
11/12/2019	S-190542 SideInsp	BOWMAN, JON P And JETTY, KIMB Sidewalk And Curb Inspection Application	136 NEW ST	Q7SW3D-3-6	\$0.00 \$25.00
11/12/2019	S-190540 SideInsp	BIRK, MICHAEL J, Sidewalk And Curb Inspection Application	155 MAIN ST	Q7SW3D-3-18	\$0.00 \$25.00
11/14/2019	S-190548 SideInsp	KEMMERER, LLOYD A, Sidewalk And Curb Inspection Application	166 MAIN ST	Q7SW3D-2-4	\$0.00 \$25.00

TOTAL NUMBER OF PERMITS:	12
TOTAL ESTIMATED VALUE:	\$0.00
TOTAL PERMIT FEES:	\$300.00

Summary by Type