

Borough of Hellertown
Council Meeting Minutes
Monday, December 2, 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-	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 Michael McKenna, seconded by Philip Weber, to adopt the meeting agendum as written. Motion carried 7-0.

V. Approval of Meeting Minutes

1. November 18, 2019

Motion made by Gil Stauffer, seconded by Earl Hill, to approve the November 18, 2019, meeting minutes as written. Motion carried 7-0.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances- None

B. Agenda Items- None

C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger thanked Public Works and all volunteers for their help with Light Up Night.

B. Mayor

Mayor Heintzelman- Light Up Night was success. There was about 4,000 people in attendance.

I will be inducting the new school board at their next meeting.

I gave a Boy Scout Troop a tour of the Police Department.

C. Council

Mr. Stauffer- The Hellertown Historical Society is hosting their Open House on December 6, 2019, from 7:00 p.m. to 9:00 p.m. Shopping at the Mill will be held on December 15, 2019, from 12:00 p.m. to 4:00 p.m.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith had only agenda items to discuss.

C. Solicitor

Mr. Corriere- I sent Improvements Agreements to the applicants of 24/26 Saucon Street and 30/32 Clarke Street for review and execution.

D. Manager

Mrs. Hartranft had only agenda items to discuss.

E. Chief of Police

Chief Shupp had only agenda items to discuss.

F. Public Works Director

Mr. Yonney had only agenda items to discuss.

G. Zoning/Codes Officer

Mr. Russo had only agenda items to discuss.

H. Fire Chief

1. Authorization to Advertise for Sale of 2006 KME Predator

Chief Maguire- We would like to post the KME for sale with the proceeds of the sale going into the Capital Budget toward the new vehicle. The purchaser would need to agree to let us use the vehicle until the new truck arrives.

Mr. Corriere- The agreement would need to state the risk with allowing Dewey to continue to use the vehicle. The bid would need to be advertised one time.

Chief Maguire- We are hoping to get \$150,000.00 for the KME. Council is in receipt of a letter from an interested party agreeing to that price and they are aware of the situation with the truck if they are the successful bidder. We would be looking to sell late 2020. The engine is out of service for months at a time so we could make due until the new one is delivered.

Motion made by Philip Weber to table this item until the December 16, 2019, meeting. Motion carried 5-2 (Thomas Rieger and James Hill opposed).

2. Authorization to Purchase Fire Truck

Chief Maguire- The best fit for our department is the HME with a bid amount of \$1,072,289.00. It includes a three-year bumper to bumper warranty and they will do maintenance on 1311 for one year. Ninety percent of services can be done at the fire house and technicians will be able to connect to the vehicle virtually.

Chief Maguire presented their funding plan and noted that no one on staff has any connection to the manufacturer.

Mr. Rieger- This is a highly leveraged transaction. I am not comfortable with depleting the account and counting on the sale of the KME to fund the purchase. There is also no increase in the ISO for the addition of a ladder truck.

Mr. Weber is unsure that this is the truck that Hellertown needs.

Mr. Stauffer would like the specifications to be looked at by a 3rd party expert and have them determine that the ladder truck is the best fit for Hellertown. Mr. Yardumian noted that the expert that was brought before Council is nationally certified. It will also take months to have a DCED study like was completed at Lower Saucon Township. The bids expire December 31, 2019.

Chief Maguire noted that the manufacturer's price has already increased but they are holding the price for us until December 31, 2019. We are looking at a \$30,000.00 increase if we wait until next year plus the decrease in value of the KME and repair costs.

Mr. Rieger- Council has four options tonight: option to vote in favor of the purchase, option to deny purchase, option to table with specific questions for Dewey Fire Company for the next meeting, or let the request die.

Mr. Hughes- Even though it is for a different municipality, I would like to see a copy of the DCED Report for Lower Saucon Township.

Motion made by Gil Stauffer to table this item until the December 16, 2019, meeting and request a copy of Lower Saucon's DCED report. Motion carried 5-2 (Thomas Rieger and James Hill opposed).

3. Approval of Dewey Fire Company 2017 Audit- Council Action

Motion made by James Hill to table until the December 16, 2019, meeting for further review. Motion carried 7-0.

I. Emergency Management- None

IX. Unfinished Business

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

Mr. Smith- We have not received the letter of approval from the Lehigh Valley Planning Commission. We recommend to table this item.

Motion made by Michael McKenna, to table this item. Motion carried 7-0.

2. Discussion on Vehicle Code Regarding Backup Alarms

Chief Shupp- The Vehicle Code is silent on this subject. A Pennsylvania fire company cannot purchase a fire vehicle without a backup alarm. Ambulances can have a silent switch.

Mr. Yardumian- The NFPA requires backup alarms on all fire apparatus and will not allow the silent switch. Ambulances do have a switch but a spotter in clear view of the driver is required if not in use.

Motion made by Philip Weber, seconded by Earl Hill, to send a letter and allow Dewey to handle the situation with their procedures. Motion carried 7-0.

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Philip Weber, seconded by James Hill, to approve the payments. Motion carried 7-0.

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

Mrs. Hartranft- The preliminary budget was duly advertised and available for public inspection. We received no public comment.

Mr. Rieger- This budget does not include a tax increase.

Motion made by Michael McKenna, seconded by Gil Staffer, to adopt the 2020 Final General, Sanitation, Fire, Liquid Fuels, and Capital Budgets. Motion carried 7-0.

3. Adoption of Resolution 19-18, 2020 Tax Rate- Council Action

Motion made by Earl Hill, seconded by Gil Stauffer, to adopt Resolution 19-18. Motion carried 7-0.

4. Adoption of Resolution 19-19, 2020 Fee Schedule- Council Action

Mrs. Hartranft- The only change to the Fee Schedule for 2020 is an increase in pool rates.

Motion made by Philip Weber, seconded by Michael McKenna, to adopt Resolution 19-19. Motion carried 7-0.

5. Approval of 2020 Council, Police Pension, Zoning Hearing Board, and Planning Commission Meeting Dates- Council Action

Motion made by Philip Weber, seconded by Earl Hill, to approve the 2020 Council, Police Pension, Zoning Hearing Board, and Planning Commission meeting dates. Motion carried 7-0.

6. Approval of Heintzelman Funeral Home Land Development 24/26
Saucon Street- Council Action

Mr. Smith- The Planning Commission is recommending approval. We did received revised plans. An Improvements Agreement will need to be executed and an escrow account created.

Motion made by Philip Weber, seconded by Earl Hill, to approve the Land Development for 24/26 Saucon Street. Motion carried 7-0.

7. Award Bid for Signalized Crosswalks on Main Street Project and
Crosswalk Improvements on Water Street Project- Council Action

Mr. Smith- We did not receive any bids for the stamped crosswalks. We did receive two bids for the signal upgrades. The lowest bid was Telco, Inc. in the amount of \$48,493.00. All of their paperwork is complete.

Motion made by Philip Weber, seconded by Gil Staffer, to award the signal upgrade project to Telco, Inc. in the amount of \$48,493.00. Motion carried 7-0.

8. Authorization to Continue TNR Program- Council Action

Mr. Rieger- The first year we started this program, 145 cats were sterilized. In 2019, we were down to just 8 cats. The program is having the intended outcome and decreasing the feral cat population.

Motion made by Earl Hill, seconded by Michael McKenna, to continue the TNR Program. Motion carried 6-1 (James Hill opposed).

9. Consent Agenda

- i. Approval of 2020 Employment Contract for Cathy Hartranft
- ii. Approval of 2020 Employment Contract for Tina Krasnansky
- iii. Approval of 2020 Employment Contract for Barry Yonney
- iv. Approval of 2020 Employment Contract for Kris Russo
- v. Approval of 2020 Employment Contract for Angie Thiede
- vi. Approval of 2020 Employment Contract for Tanya Stametz
- vii. Approval of 2020 Employment Contract for Robert Shupp, III

Motion made by Michael McKenna, seconded by Earl Hill, to approve the 2020 At-Will Employment Contracts. Motion carried 6-1 (Andrew Hughes opposed).

XI Announcements

Mr. Rieger- An Executive Session was held prior to tonight's meeting to discuss personnel matters and potential litigation.

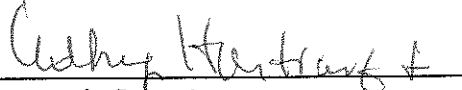
Council will be having a meeting on December 16, 2019, at 7:00 p.m.

XII. Executive Session- None

XIII. Adjournment

Motion made by Michael McKenna, seconded by Philip Weber, to adjourn the meeting at 8:58 p.m. Motion carried 7-0.

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


Borough Secretary