

Borough of Hellertown
Council Meeting Minutes
Monday, June 1, 2020

The Meeting Was Held Via Webex and Streamed Live on Facebook.

**An Executive Session Was Held On May 28, 2020, To Discuss Personnel,
Contract Negotiations, and Legal Updates**

I. Call to Order – Thomas Rieger, 7:00 p.m.

II. Pledge - All

III. Roll Call – Cathy Hartranft

Earl Hill-	Present
James Hill-	Present
Matthew Marcincin-	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, Bryan Smith, Chief Shupp, Tina Krasnansky, Chris Scherer, and Kris Russo.

IV. Adoption of Meeting Agendum

Motion made by Philip Weber, seconded by Michael McKenna, to adopt the meeting agendum as written. Motion carried 7-0.

V. Approval of Meeting Minutes

1. May 18, 2020

Motion made by Gil Stauffer, seconded by Earl Hill, to approve the May 18, 2020, meeting minutes as written. Motion carried 7-0.

VI. COVID-19 Briefing

1. Administration/Public Works/Finance

- a. Mrs. Hartranft- The Real Estate, Earned Income, and LST are all trending downward as expected.

PEMA and FEMA have opened up reimbursement applications. The Borough will be applying and all paperwork is in order.

Northampton County will be holding operation BBQ at Dimmick Park on June 4, 2020, from 3:15 to 4:15.

Northampton County will enter the yellow phase on June 5, 2020. The playgrounds and courts will reopen. Signage will be posted informing the public to use at their own risk.

Northampton County has created a reopening readiness program. I will have information for Council as it become available.

Mr. Yonney- Traffic in the Borough has increased and is almost back to normal amounts.

Mr. Rieger- With Hellertown moving to the yellow, does Council want to ask Lower Saucon if they are in agreement to open the compost center back to the Friday and Saturday hours?

Motion made by Earl Hill, seconded by Matthew Marcincin, to approve reopening the compost center during the normal hours and ask Lower Saucon to approve the same. Motion carried 7-0.

2. EMA

- a. Mr. Sherer had nothing new to report.

3. Police

- a. Chief Shupp- The situational reports that I have been receiving say Northampton is holding steady on new cases. Today has been the lowest number of new cases in two months. Gracedale is seeing a downward trend.

Mr. Earl Hill inquired as to how many cases Hellertown had.

Mr. Scherer. It is reported by zip code. The 18055 zip code had 68 reported cases. Fourteen of those were at the manor.

4. Fire

- a. Chief Maguire was not present for the meeting.

5. EMS

- a. Captain Andree was not present for the meeting.

VII. Courtesies of the Floor

A. Pre-Scheduled Appearance

1. Deborah Bacon, Zelenkofske and Axelrod- Presentation of 2019 Audit

Ms. Bacon presented an audit briefing to Council. The audit was a clean audit and there were no findings. The total net position of the borough is \$5 million with \$4.8 being unrestricted. Governmental activities increased \$1 million primarily due to an increase in operating grants and a \$567,349 decrease in expenses.

Mr. Rieger reminded the public that the fluctuation of balances has a lot to do with reimbursements from grants and not budgeting issues.

B. Agenda Items- None

C. Non-agenda Items- None

VIII. Reports from Elected Officials

A. President

Mr. Rieger had nothing additional to report.

B. Mayor

Mayor Heintzelman had nothing additional to report.

C. Council

Mr. Stauffer- Officers for the Hellertown Historical Society were elected at the March meeting. The officers remained the same.

Mr. Marcincin- Please continue to check the Library's website and social media pages for new programs becoming available.

Mr. Rieger- The Chamber held their annual meeting two weeks ago. Over 15 local businesses were recipients of Chamber business grants.

This has been an extremely difficult time for our businesses. We have been doing our best to expedite permits through for outdoor eating solutions as we enter the next phase. I would like to get Council's opinion on a temporary waiver of some requirements to help our businesses. This can be done under the emergency declaration.

Motion made by Michael McKenna, seconded by Matthew Marcincin, to give Mr. Russo and Mrs. Hartranft authority to work on temporary changes to help businesses reopen and report back to Council at the next meeting for formal approval. Motion carried 7-0.

Mr. Weber- The Partnership Committee met and reviewed the comprehensive plan.

Mrs. Hartranft- The committee will be putting the comprehensive plan on the websites for public input. Updates have been made to the demographics, traffic, ADA and stormwater. A notification will sent out. An in-person meeting will try to be held later in the summer.

IX. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith- We received approval for the signal plan for the rapid flashers and those plans have been submitted to PennDOT.

A new plan for a Whitaker Street property was received and will go before the Planning Commission.

C. Solicitor

Mr. Corriere- The courthouse re-opened and I was able two lien satisfactions.

A demand letter we received is being handled by the insurance company.

The action filed in response to the Ordinance 844 zoning amendment is proceeding. I filed a brief on the Borough's behalf and am awaiting a response.

D. Manager

Mrs. Hartranft- I've requested an extension of our 2017 and 2018 CIPP grants – Main & Hampton crosswalk and façade improvements respectively. There is approximately \$20,000 left of 2018 CIPP funding for Façade Improvement Grants. Mrs. Hartranft encouraged businesses to get their applications in.

Barry was notified by the Police Department that the Main and Walnut Street was backing up to Penn Street. He checked the timing and it is correct. Signal Service was able to decrease the East and West bound times a little so we didn't have to amend the PennDOT permit.

E. Chief of Police

1. Authorization to Hire Steven Pinsker as Part-Time Police Officer-
Council Action

Chief Shupp- Officers Konig and Pfancook took full time positions with other departments. Mr. Pinsker is a part time officer with another department so it makes his field training less with Hellertown.

Motion made by Earl Hill, seconded by Gil Stauffer, to authorize the hire of Steven Pinsker as a part-time officer. Motion carried 7-0.

F. Public Works Director

Mr. Yonney- On Wednesday, we will begin draining and cleaning the pool.

The new skid steer was delivered last week.

G. Zoning/Codes Officer

Mr. Russo- Permits have been very steady. I have received a record number of permits to install pools.

We will have a Planning Commission meeting next week. I will send out packets.

H. Fire Chief

Chief Maguire was not present for the meeting but provided Council with his May Call Report.

I. Emergency Management

Mr. Scherer had nothing additional to report.

X. Unfinished Business

1. Discussion on Funding Request From Dewey Fire Company for Fireworks.

Motion made by Michael McKenna to table this item until the next meeting. Motion carried 7-0.

XI. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Approval of 2020 Saucon Valley Youth Sports User's Agreement - Council Action

Motion made by Philip Weber, seconded by Michael McKenna, to approve the User's Agreement. This motion was withdrawn.

Mr. Rieger- According to the information provided from our insurance carrier, contact sports are not allowed under the red and yellow phases. In the green phase, they are only allowed to have 90 participants. Under the emergency declaration, all User's Agreements have been suspended through August.

Motion made by Michael McKenna to table this item until Mr. Corriere can update the User's Agreement. Motion carried 7-0.

XII Announcements

Mr. Rieger- Council will hold an Executive Session on June 11, 2020, to discuss personnel and litigation.

All June meeting will be held via Webex.

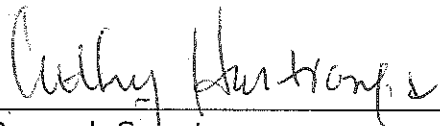
The discount period for the real estate tax ends on June 8, 2020.

XIII. Executive Session- None

XIV. Adjournment

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

Adopted by the Hellertown Borough Council this 15th Day of June 2020.



Borough Secretary