

Borough of Hellertown  
Council Meeting Minutes  
Monday, July 6, 2020

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

**An Executive Session Was Held Prior To The Meeting To Discuss Personnel,  
Contract Negotiations, and Litigation**

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

II. Pledge - All

III. Roll Call – Cathy Hartranft

Earl Hill-	Present
James Hill-	Absent
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, and Kris Russo.

IV. Adoption of Meeting Agendum

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

V. Approval of Meeting Minutes

1. June 15, 2020

Motion made by Gil Stauffer, seconded by Matthew Marcincin, to approve the June 15, 2020, meeting minutes as written. Motion carried 6-0.

## VI. COVID-19 Briefing

### 1. Administration/Public Works/Finance

- a. Mrs. Hartranft- Administration staff is back to working in the building. Borough Hall is still closed to the public unless an appointment is made. Social Distancing and masks are required.

The Borough has collected \$43,000.00 less in Real Estate Taxes than the same time last year. The EIT is higher by about \$6,000.00.

Parks are open at your own risk. The bathrooms remain closed. All User's Agreements have been revoked through the end of August.

### 2. EMA

- a. Mr. Sherer was not present for the meeting.

### 3. Police

- a. Chief Shupp- We are still working at full capacity and following the guidelines. The vehicles and Borough Hall are being professionally disinfected each week.

### 4. Fire

- a. Chief Maguire had nothing to report.

### 5. EMS

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

## VII. Courtesies of the Floor

A. Pre-Scheduled Appearance- None

B. Agenda Items- None

C. Non-agenda Items- None

## VIII. Reports from Elected Officials

### A. President

Mr. Rieger- Saucon Valley Diamond Sports did reach out to discuss reinstating their User's Agreement. They would be required to sign the COVID Release and also follow PRPS Guidelines.

This item will be revisited when a representative from Saucon Valley Diamond Sports is present for the meeting.

### B. Mayor

Mayor Heintzelman- The "Hellertown" planting by the bandshells looks great.

I was able to ride along with an officer during the July 4<sup>th</sup> holiday. The police department received many calls about fireworks. I feel that the officers handled all concerns professionally.

### C. Hellertown Historical Society (Gil Stauffer)

Mr. Stauffer- The Hellertown Historical Society office reopened as of July 1, 2020. We have updated the Tavern Room contract with COVID language and have begun accepting reservations. All archived items are in the process of being digitized.

### D. Planning Commission (Philp Weber)

Mr. Weber had nothing to report. The next meeting will be held on July 14, 2020. The plan for 330 Linden Street will be reviewed by the Planners.

### E. Hellertown Area Library Board of Trustees (Matthew Marcincin)

Mr. Marcincin- The library is open with amended hours. Social Distancing is being practiced.

F. Hellertown Borough Authority (Earl Hill)

Mr. Hill had nothing to report. They will hold their monthly meeting at the reservoir on Wednesday.

G. Hellertown Chamber of Commerce (Tom Rieger)

Mr. Rieger- It was discovered that, while we partner with the Chamber, the Borough is not an actual Chamber member. I would like Council to either vote to join this year or add to the budget for next year.

Motion made by Michael McKenna, seconded by Earl Hill, to join the Chamber this year. Motion carried 6-0.

Mr. Rieger- Saucon Valley Restaurant Week begins on July 19, 2020.

H. Saucon Valley Partnership (Philip Weber/James Hill)

Mrs. Hartranft- The updated Comprehensive Plan is available on the respective websites for public comment. A meeting will be held in the near future.

I. Dewey Fire Company (Michael McKenna)

Ms. Nolf- The Dewey Fire Company has switched accounting firms and have been working on supplying them with the 2019 information to complete the audit.

J. Saucon Rail Trail (Philip Weber)

Mr. Weber- We held a meeting at Upper Saucon Park and discussed the expansion from Coopersburg to Quakertown.

K. Hellertown Civil Service Commission (James Hill)

Mr. Hill was not present for the meeting.

IX. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith- The signal upgrades are underway. The Main Street Safety Project will be let in August.

C. Solicitor

Mr. Corriere- Oral argument for the Chaffier lawsuit is scheduled for July 29, 2020.

The land development at 216 Kichline Avenue will require two waivers from Council.

D. Manager

Mrs. Hartranft- The Hometown Hero Banners are a tremendous success. We can not accept anymore applications until the next round.

The Borough was awarded a Main Street Lehigh Valley Grant in the amount of \$1,200.00 toward the gazebo at Authority Park.

The Main and Water Street traffic signal poles will be going in shortly. There will be two poles until the pedestrian activation equipment is delivered in October.

E. Chief of Police

Chief Shupp- As the Mayor said, we did see more and larger fireworks this year. We received a lot of calls and did write citations for non-compliance. Please don't be afraid to call the police department. We will report when we are able. Also, please include your name so the officers can follow up.

On June 30, 2020, Corporal Donato and I attended a Courageous Conversations Listening Summit. Leaders of the community and the police came together to discuss issues happening in the Country today.

F. Public Works Director

Mr. Yonney- The Public Works Department has completed work around the pool. We welded and painted the lifeguard chairs, caulked around the pool, and the stucco will be completed in a few weeks.

G. Zoning/Codes Officer

1. Monthly Report

Mr. Russo- The Planning Commission will hold a meeting on July 14, 2020.

The Zoning Hearing Board will hold a meeting on July 15, 2020, to discuss 330 Linden Avenue.

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

Mayor Heintzelman received a property maintenance complaint for 320 Front Street. Mr. Russo will look into the complaint in the morning.

H. Fire Chief

Chief Maguire- There have been 190 calls for service to date for 2020.

There has been a much higher usage of fireworks this year. Please use good judgment as we have already had a garage fire because of fireworks.

I. Emergency Management- None

X. Unfinished Business

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

Motion made by Gil Stauffer to table this item until the Borough receives a plan outlining how they will comply with the CDC and PRPS guidelines and the COVID Release. Ms. Hartranft and Mr. Yonney will meet with representatives of the organization. Motion carried 6-0.

XI. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Discussion and Approval to Hold Movies in the Park - Council Action

Mr. Rieger- The Chamber is looking to hold a Movies in the Park event in July. They are looking for Council's direction on whether it will be drive-in style or Socially Distanced outdoor seating/blankets.

Mr. Corriere advised that an announcement should be made or signs put up advising everyone to comply with CDC Guidelines.

Motion made by Philip Weber, seconded by Matthew Marcincin, to allow a drive-in style Movies in the Park either July 24, 2020, or July 30, 2020. Social Distancing guidelines must be followed and the bathrooms will remain closed. Motion carried 6-0.

3. Approval to Hold Dewey Fire Company Fireworks on August 21, 2020, or Raindate August 22, 2020- Council Action

Matthew Simkovic- The fireworks will be held on the portion of the Steel Club property that is located in Hellertown. We are working with Celebration Fireworks to figure out the best location so the fireworks are most visible.

Motion made by Philip Weber, seconded by Earl Hill, to approve the dates for the Dewey Fire Company Fireworks. Motion carried 6-0.

4. Final Approval of Land Development at 216 Kichline Avenue. Land Development was Submitted By Dano Guerrieri. Property is located in the Highway Commercial District- Council Action

Mr. Smith- This land development is consolidating four separate lots into one. There will be twenty-six residential units and two office units. They applicant will need two waivers from Council to proceed. They are asking that the Borough waive the requirement to have a preliminary and final plan. They are also asking for a waiver for the amount of trees that are required. All the

trees won't fit at the property and the applicant is looking to plant the remainder elsewhere in the Borough. The original number of units were reduced so they comply with on-site parking spaces required.

Chief Maguire- The Fire Department asked for a few changes to the plan and all have been addressed.

Mr. Corriere noted that there were conditions requested from the Planning Commission. They were a sample of the façade material be presented to Council, relocate the dumpster, a pedestrian walkway to the parking lot, and access to Gum Alley from the parking lot.

Mr. Smith- All of those conditions were met with the revised plan with the exception of providing the façade material sample.

Motion made by Philip Weber, seconded by Michael McKenna, to approve the waiver of section 390-17 and section 390-25. Motion carried 5-0 (Mr. Marcincin abstained).

Mr. Smith- The applicant is offering a dedication of an 8 foot Right-of-Way on Gum Alley.

Motion made by Philip Weber, seconded by Michael McKenna, to approve the dedication. Motion made by 5-0 (Mr. Marcincin abstained).

Motion made by Gil Stauffer, seconded by Philip Weber, to approve the subdivision plan. Motion carried 5-0 (Mr. Marcincin abstained).

Motion made by Gil Stauffer, seconded by Philip Weber, to grant conditional approval contingent upon Engineer's Letter dated July 2, 2020, and providing Council with façade sample at the next meeting. Motion carried 4-1 (Mr. Rieger opposed and Mr. Marcincin abstained).

## XII Announcements

Mr. Rieger- All of the July meetings will be held via Webex.

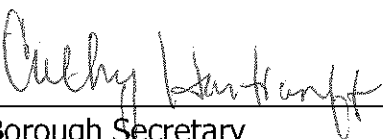
## XIII. Executive Session- None

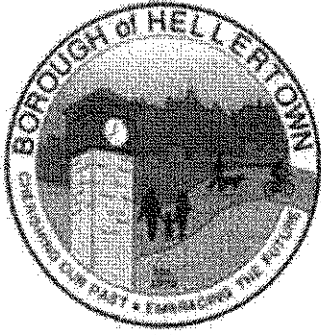


XIV. Adjournment

Motion made by Earl Hill, seconded by Michael McKenna, to adjourn the meeting at 8:15 p.m. Motion carried 6-0.

Adopted by the Hellertown Borough Council this 20<sup>th</sup> Day of July 2020.

  
\_\_\_\_\_  
Borough Secretary



# BOROUGH OF HELLERTOWN

Zoning and Codes Office

685 Main Street

Hellertown, Pennsylvania 18055-1745

Hellertownborough.org

610-838-7041 \* Fax 610-838-0500

## 2020 Monthly Report May15-June15

Local Permits Issued: 22  
BIA Permits Issued: 27  
Sidewalk Inspections: 14  
Residential Rental Inspections: 0  
Fire Inspections: 0  
Service Requests/Complaints: 17

Citations: 0

Planning Commission activity: 20PC07: 1360 Whitaker St. Land Development application.  
Conditional approval granted.

ZHB activity:

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

Court Appearances: 1-Junked vehicle 2<sup>nd</sup> Ave.-30 day extension granted

Other Information:

Business Activity: Off the Trail cafe-opening soon. Located at 650 Main St.

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Monthly Permit Report**

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**FOR PERMITS ISSUED BETWEEN 5/15/2020 AND 6/15/2020**

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
5/15/2020	Y-200175	MILLS, DONALD A And PATRICIA A,	427 BIRCH RD	Q7SE4A-4-10	\$0.00	\$10.00
	Shade	Substantial Trimming				
5/15/2020	Y-200174	KEUTMANN, KAREN J And DONNA	445 BIRCH RD	Q7SE1D-5-15	\$0.00	\$25.00
	Shade	Removal				
5/19/2020	Z-200176	INGAGLIO, ABBY JOY And JOSEPH	465 FRONT ST	Q7SW2D-3-14	\$3,000.00	\$75.00
	Zoning	Shed				
5/19/2020	Z-200179	THOMPSON, KENNETH E And ALEXI	1331 EASTON RD	Q7NW3B-14-5A	\$250.00	\$25.00
	Zoning	Swimming Pool				
5/21/2020	Y-200190	KEMMERER, MARTHA B,	439 BIRCH RD	Q7SE1D-5-15	\$0.00	\$25.00
	Shade	Removal				
5/21/2020	Z-200186	GROFF REAL ESTATE INVESTMENTS	566 HENRY ST	Q7SW3B-17-9	\$1,500.00	\$50.00
	Zoning	Sidewalk				
5/26/2020	Z-200192	CESPEDES, WILKINS,	1553 RIEGEL ST	Q7NW2C-6-4B	\$4,500.00	\$75.00
	Zoning	Sidewalk				
5/26/2020	Z-200193	RHOADS, ERIC B And LISA,	1555 BLEYLER ST	Q7NW2C-7-1	\$900.00	\$25.00
	Zoning	Shed				
5/29/2020	Z-200205	CHASE, PATRICIA A,	1632-34 MAIN ST	Q7NW2D-7-13	\$2,000.00	\$50.00
	Zoning	Fence				
5/29/2020	M-200204				\$0.00	\$25.00
	MobileFood	Mobile Food License				
5/29/2020	Z-200202	HIERL, JAMES,	302-06 MAIN ST	Q7SW3A-6-10	\$0.00	\$25.00
	Zoning	Shed				
5/29/2020	Z-200206	CUTSHAW, GLENN THOMAS III,	321 CEDAR RD	Q7SE4A-8-28	\$15,000.00	\$140.00
	Zoning	Accessory Structure-Residential				
5/29/2020	Y-200203	HILL, EARL And ERIKA,	432 MAPLE RD	Q7SE1D-5-13	\$0.00	\$25.00
	Shade	Removal				
6/3/2020	Z-200212	BARTHOLOMEW, RYAN CHRISTOPH	342 MAGNOLIA RD	Q7SW3B-13-5	\$10,000.00	\$125.00
	Zoning	Patio, Pool, retaining wall				
6/3/2020	Z-200217	METSOPULOS, JAMES P,	1618 MAIN ST	Q7NW2D-7-15	\$1,500.00	\$50.00
	Zoning					
6/3/2020	Z-200218	FERNANDEZ, DANIEL And LIZZETT,	127 BEECH CIR	Q7SE4D-6-4	\$5,700.00	\$100.00
	Zoning	Swimming Pool				
6/5/2020	Z-200224	BUSSE, ERIC C,	289 NORTHAMPTON ST	Q7SW3B-12-19	\$2,100.00	\$50.00
	Zoning	Sidewalk				
6/5/2020	Z-200225	MINDLER, CORY And LANNING, STE	895 NEW JERSEY AVE	Q7SW2C-5-13	\$450.00	\$25.00
	Zoning	Fence				
6/5/2020	Z-200226	KOSKOVICH, JOHN L,	968 BIRCH RD	Q7SE1D-3-9	\$8,700.00	\$100.00
	Zoning	Sidewalk				

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DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
6/10/2020	Z-200243 Zoning	SERVETAS, NICKOLAS And LINDA A	1071 NEW JERSEY AVE	Q7SW2B-5-8	\$31,000.00	\$188.00
6/10/2020	D-200239 Dumpster	GEYER, J BARRETT,	1210 2ND AVE	Q7NW3D-6-4A	\$0.00	\$75.00
6/10/2020	Z-200241 Zoning	HELLERTOWN DEM CLUB INC,	110 W THOMAS AVE	Q7SW2A-1-1	\$31,000.00	\$0.00

TOTAL NUMBER OF PERMITS: 22  
TOTAL ESTIMATED VALUE: \$117,600.00  
TOTAL PERMIT FEES: \$1,288.00

Summary by Type

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**FOR PERMITS ISSUED BETWEEN 5/15/2020 AND 6/15/2020**

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
5/15/2020	B-200177	BOLTYENKOV, ARTEM And SHESTA	1508 BROOKSTONE PL	Q7NW2C-4-5-2	\$4,000.00	\$129.50
	Build	Solar				
5/15/2020	E-200172	BIERNACKI, WILLIAM S And HELEN,	46 HESS AVE	Q7NW2D-11-9	\$345.00	\$79.50
	Elect	New Service				
5/15/2020	E-200176	BOLTYENKOV, ARTEM And SHESTA	1508 BROOKSTONE PL	Q7NW2C-4-5-2	\$9,680.00	\$79.50
	Elect	Residential Solar				
5/15/2020	B-200173	BAUDER, CHRISTINA L,	105 WILSON AVE	Q7NW3A-11-4	\$1,500.00	\$129.50
	Build	Repair/Renovation-Residential				
5/19/2020	E-200180	KUNSMAN, ALAN D And KATHLEEN	1615 EASTON RD	Q7-16-2	\$0.00	\$144.50
	Elect	Residential				
5/19/2020	F-200182	YONNEY, JANE E,	566 SPRUCE ST	Q7SW3B-18-2	\$4,800.00	\$79.50
	Roof	Roof-Residential				
5/19/2020	F-200183	DEISHER, EUGENE R And OLYVIA J	111 SPRUCE ST	Q7SW3B-12-9	\$6,600.00	\$79.50
	Roof	Roof-Residential				
5/19/2020	P-200181	KUNSMAN, ALAN D And KATHLEEN	1615 EASTON RD	Q7-16-2	\$0.00	\$74.50
	Plumbing	Residential				
6/21/2020	E-200187	GUBISH, LOUIS A And MICHELE M,	1634 BLEYLER ST	Q7NW2C-2-4	\$2,200.00	\$79.50
	Elect	New Service				
5/21/2020	E-200188	RAPP, AMANDA And BROWN, GREG	1542 MAIN ST	Q7NW3A-4-1	\$6,395.00	\$69.50
	Elect	Residential				
5/21/2020	M-200189	RAPP, AMANDA And BROWN, GREG	1542 MAIN ST	Q7NW3A-4-1	\$6,395.00	\$109.50
	Mechanical	Replacement-Residential				
5/26/2020	M-200196	GUERRIERI, DANO P And LISA M,	1304 MAIN ST	Q7NW3D-2-4	\$4,500.00	\$104.50
	Mechanical	New Commercial				
5/26/2020	B-200194	GUERRIERI, DANO P And LISA M,	1304 MAIN ST	Q7NW3D-2-4	\$10,000.00	\$514.50
	Build	Alteration/Renovation-Commercial				
5/26/2020	E-200195	GUERRIERI, DANO P And LISA M,	1304 MAIN ST	Q7NW3D-2-4	\$1,550.00	\$64.50
	Elect	Other Commercial				
6/3/2020	E-200220	FERNANDEZ, DANIEL And LIZZETT,	127 BEECH CIR	Q7SE4D-6-4	\$1,350.00	\$49.50
	Elect	Pool Wire				
6/3/2020	F-200216	UMBEHAUER, PHILIP,	460 CHERRY LN	Q7-15-5	\$7,920.00	\$79.50
	Roof	Roof-Residential				
6/3/2020	P-200213	JANOTTI, JASON A And ALEXANDR	762 MAGNOLIA RD	Q7SE4A-6-1	\$0.00	\$74.50
	Plumbing	Residential				
6/3/2020	B-200219	FERNANDEZ, DANIEL And LIZZETT,	127 BEECH CIR	Q7SE4D-6-4	\$1,350.00	\$54.50
	Build	Pool				
6/5/2020	B-200227	HACKETT, MICHELE,	1130 1ST AVE	Q7NW3D-9-6	\$9,500.00	\$229.50
	Build	Repair/Renovation-Residential				

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6/5/2020	E-200228	HACKETT, MICHELE,	1130 1ST AVE	Q7NW3D-9-6	\$1,200.00	\$64.50
	Elect	Residential				
6/8/2020	B-200231	METSOPULOS, JAMES P,	1618 MAIN ST	Q7NW2D-7-15	\$500.00	\$129.50
	Build	Alteration/Renovation-Residential				
6/8/2020	E-200232	ALBERTSON, DENNIS J And JANICE	421 LOCUST RD	Q7SE4A-3-6	\$0.00	\$79.50
	Elect	Service Wire				
6/10/2020	B-200237	BROWN, EMMA GRACE And ANDER	310 E HIGH ST	Q7NW3B-6-4	\$15,500.00	\$129.50
	Build	Repair/Renovation-Residential				
6/10/2020	E-200238	BROWN, EMMA GRACE And ANDER	310 E HIGH ST	Q7NW3B-6-4	\$2,500.00	\$84.50
	Elect	Residential				
6/10/2020	E-200240	HELLERTOWN DEM CLUB INC,	110 W THOMAS AVE	Q7SW2A-1-1	\$3,950.00	\$79.50
	Elect	New Service				
6/11/2020	E-200246	SERVETAS, NICKOLAS And LINDA A	1071 NEW JERSEY AVE	Q7SW2B-6-8	\$0.00	\$84.50
	Elect	Pool Wire				
6/11/2020	B-200246	SERVETAS, NICKOLAS And LINDA A	1071 NEW JERSEY AVE	Q7SW2B-6-8	\$31,000.00	\$104.50
	Build	Pool				

TOTAL NUMBER OF PERMITS: 27  
TOTAL ESTIMATED VALUE: \$132,635.00  
TOTAL PERMIT FEES: \$2,991.50

Summary by Type

3 Commercial

21 Residential

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DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
5/21/2020	S-200185 SideInsp	GROFF REAL ESTATE INVESTMENTS	568 HENRY ST	Q7SW3B-17-9	\$0.00 \$25.00
5/27/2020	S-200199 SideInsp	SHIMKO, CYNTHIA L,	1124 FURNACE ST	Q7NW3D-7-5	\$0.00 \$25.00
5/27/2020	S-200198 SideInsp	RASICH, WALTER J And MARIE T,	403 MAPLE RD	Q7SE4A-5-12	\$0.00 \$25.00
5/28/2020	S-200201 SideInsp	WERNER, AILEEN D,	335 ELLEN ST	Q7SW3C-3-9	\$0.00 \$25.00
6/1/2020	S-200208 SideInsp	HOLDERNESS, CHRISTINE,	135 LINDEN AVE	Q7NW3D-6-5	\$0.00 \$25.00
6/1/2020	S-200207 SideInsp	MORRIS, STEPHEN A And ANTOINE	525 E SAUCON ST	Q7SW3B-5-7	\$0.00 \$25.00
6/3/2020	S-200214 SideInsp	LONG, CLARENCE E And LORETTA,	915 MAGNOLIA RD	Q7SE4A-5-9	\$0.00 \$25.00
6/4/2020	S-200222 SideInsp	SINKA, ANGELIQUE M And ERIC R,	149 MAIN ST	Q7SW3D-3-17	\$0.00 \$25.00
6/4/2020	S-200221 SideInsp	MORASCO, JASON L,	43 W SAUCON ST	Q7SW3A-2-16	\$0.00 \$25.00
6/5/2020	S-200223 SideInsp	DANUBIO, ROCCO,	314 WILLOW RD	Q7SE4A-11-3A	\$0.00 \$25.00
6/8/2020	S-200234 SideInsp	GROLLER, STEPHEN N And GRAFF,	861 NEW JERSEY AVE	Q7SW2C-5-9A	\$0.00 \$25.00
6/8/2020	S-200229 SideInsp	PAPARELLI, PATRICK And KATHLE	1063 NEW JERSEY AVE	Q7SW2B-5-6	\$0.00 \$25.00
6/9/2020	S-200236 SideInsp	SMULL, DEREK T,	319 LINDEN AVE	Q7NW3C-10-8A	\$0.00 \$25.00
6/10/2020	S-200244 SideInsp	GRIST MILL DEVELOPMENT COMPA	119 E HIGH ST	Q7NW3B-1-7	\$0.00 \$25.00

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DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
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TOTAL NUMBER OF PERMITS:	14
TOTAL ESTIMATED VALUE:	\$0.00
TOTAL PERMIT FEES:	\$350.00

Summary by Type