

Borough of Hellertown
Council Meeting Minutes
Monday, August 3, 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 Potential Litigation**

- 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 Cathy Hartranft, Robert Shupp, Barry Yonney, Tina Krasnansky, Kris Russo, Angie Thiede, Michael Corriere, Bryan Smith.

- IV. Adoption of Meeting Agendum

Motion made by Earl Hill, seconded by Philip Weber, to adopt the meeting agendum as written with the addition of New Business #5, Authorization to Advertise Replacement of Sanitation Crew Position. Motion carried 7-0.

- V. Approval of Meeting Minutes

- 1. July 20, 2020

Motion made by Gil Stauffer, seconded by Michael McKenna, to approve the July 20, 2020, meeting minutes as written. Motion carried 7-0.

VI. COVID-19 Briefing

1. Administration/Public Works/Finance

- a. Mrs. Hartranft- Borough staff is following all guidelines and protocols. Posters and flyers have been posted in parks and playgrounds. Borough Hall is still closed to the public. Revenues are slightly lower in Real Estate Taxes and Recreation. Expenses are also lower.

2. EMA

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

3. Police

- a. Chief Shupp- We are still working at full capacity and following the guidelines.

4. Fire

- a. Chief Maguire- The fire department is back to onsite training while practicing social distancing.

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- There are several events in September and October that Council will have to make a decision on at the next Council Meeting. Currently, under the green phase, only 250 people are allowed at outdoor events.

B. Mayor

Mayor Heintzelman- We had three additional Mayor's for a Day last week.

I would like to congratulate Maria and staff at Salon Mia for 13 years in business.

Neighbors Home and Garden closed this past Friday. We wish them well.

C. Hellertown Historical Society (Gil Stauffer)

Mr. Stauffer- With the pandemic, there are currently no rentals for the Tavern Room. Limited volunteers are keeping up with the day to day operations.

D. Planning Commission (Philp Weber)

Mr. Weber- The Planning Commission discussed revised plans for 330 Linden Avenue at their July 14, 2020, meeting. The project did not receive the requested waivers at the Zoning Hearing Board meeting.

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

Mr. Marcincin- The Library Board was able to hold a hybrid meeting. The Annual Report is available online. The Library is continuing with their strategic and technology plans.

F. Hellertown Borough Authority (Earl Hill)

Mr. Hill had nothing to report.

G. Hellertown Chamber of Commerce (Tom Rieger)

Mr. Rieger- The Chamber virtually honored lifesavers in our area.

The Chamber has continued its partnership with Northampton County for the business grant program.

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

Mr. Weber-The updated Multi Municipal Comprehensive Plan is available for public comment on the municipal web sites.

I. Saucon Rail Trail (Philip Weber)

Mr. Weber had nothing to report

J. Hellertown Civil Service Commission (James Hill)

Mr. Hill had nothing to report.

IX. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith- Plans for a subdivision on Clauser Street have been received as well as a resubmittal of plans for 85 Division Street. Both plans will go before the Planning Commission.

The signal upgrades for the countdowns are proceeding. They are waiting on some hardware to become available.

The pedestrian improvements project will be let at the end of August.

C. Solicitor

Mr. Corriere- Oral argument for the Chaffier Zoning Appeal was held on July 29, 2020. I received the brief and distributed to Council.

D. Manager

Mrs. Hartranft- I have been working on policies recommended by our insurance carrier. I will provide to Council for review once completed.

I met the new director of the library. A meeting will be held with the Borough and Lower Saucon Township to discuss the Library Agreement.

The Comprehensive Plan updates are available for public comment on the websites.

E. Chief of Police

Chief Shupp- With the closing of St. Theresa School, a crossing guard will no longer be needed. Ms. Gehris will be taking the morning shift and Ms. Kade will take the afternoon shift at the Walnut and Constitution Crossing. Officers will be present at the beginning of the school year to assist with the additional drop-offs.

F. Public Works Director

Mr. Yonney had nothing additional to report.

G. Zoning/Codes Officer

Mr. Russo- The Planning Commission will meet on August 11, 2020, to discuss 85 Division Street and 1604 Clauser Street.

H. Fire Chief

Chief Maguire- The fire department has been preparing for the potential flooding tomorrow.

There have been 36 calls for service this month. The year-to-date total is 224.

I. Emergency Management- None

X. Unfinished Business

1. Discussion on Location for Art Walk- Council Action

Mrs. Hartranft- I have been in contact with Ms. Shorb. She would like to hold the art walk at Authority Park. She did speak to Mayor Heintzleman regarding fundraising.

XI. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Adoption of Ordinance 835, Removal of School Zone at St. Theresa's Due to School Closure - Council Action

Motion made by Philip Weber, seconded by Matthew Marcincin, to adopt Ordinance 835. Motion carried 7-0.

3. Discussion on Improvements Agreement Extension Request from Long Ridge Construction for Stonewood Community- Council Action

Mr. Russo- The current Improvements Agreement will expire on August 15, 2020.

Mr. Corriere- Long Ridge Construction is only looking for an extension until October 2020. I will prepare the extension if Council approves.

Motion made by Matthew Marcincin, seconded by Earl Hill, to approve the request for extension of Improvements Agreement. Motion carried 7-0.

4. Approval of User's Agreement for Adult Boot Camp at Library Lot- Council Action

Mrs. Hartranft- I received a request from the instructor to use the lot next to the Library. The hours would either be from 7:00 a.m. to 8:00 a.m. or 7:00 p.m. to 8:00 p.m. The instructor would pay \$25.00 per class.

Motion made by Earl Hill, seconded by Matthew Marcincin, to approve the User's Agreement. Motion carried 6-1 (Mr. Stauffer opposed).

5. Authorization to Advertise Replacement Sanitation Crew Position- Council Action

Mrs. Hartranft- This would replace the opening created when Mr. Ruch retired.

Motion made by Earl Hill, seconded by Philip Weber, to advertise the Sanitation Crew position. Motion carried 7-0.

XII Announcements

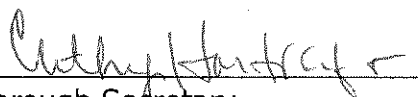
Mr. Rieger- All Borough and Budget Meetings will be held on Webex until further notice.

XIII. Executive Session- None

XIV. Adjournment

Motion made by Michael McKenna, seconded by Gil Stauffer, to adjourn the meeting at 7:34 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 17th Day of August 2020.


Borough Secretary