

Borough of Hellertown  
Council Meeting Minutes  
Monday, October 5, 2020

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

**An Executive Session Was Held October 1, 2020, to Discuss Borough Owned Property**

- I. Call to Order – Thomas Rieger, 7:02 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-	Absent
Mayor Heintzelman-	Present

Also in attendance were Robert Shupp, Barry Yonney, Tina Krasnansky, Kris Russo, Angie Thiede, Michael Corriere, and Bryan Smith. Cathy Hartranft was absent with prior notification.

- IV. Adoption of Meeting Agendum

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

- V. Approval of Meeting Minutes

- 1. September 21, 2020

Motion made by Gil Stauffer, seconded by Matthew Marcincin, to approve the September 21, 2020, meeting minutes as written. Motion carried 6-0.

## VI. COVID-19 Briefing

### 1. Administration/Public Works/Finance

- a. Mr. Rieger- The building remains closed to the public. Staff is available by appointment, phone, or email. The revenue is down in police fines and recreation.
- b. Mr. Yonney- The weekend traffic is back up to pre-COVID levels.

### 2. EMA

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

### 3. Police

- a. Chief Shupp- The police department is still operating under the COVID Protocol.

### 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. Lauren Sufleta, Hellertown Borough Authority- Presentation of 2019 Audit

Ms. Sufleta- The 2019 Audit was a clean audit. The operating revenue was very similar to 2018. The Hellertown Borough Authority currently has no debt and 5.8 million dollars in assets.

Some projects were will be working on next year include Springhill Shopping Center pump station rehabilitation, new instrumentation to control addition of chlorine, completing the sewer evaluation, and rehabilitation to Reservoir Park.

Mr. Weber joined the meeting at 7:12 p.m.

B. Agenda Items- None

C. Non-agenda Items- None

#### VIII. Reports from Elected Officials

A. President

Mr. Rieger- The public hearing for the Comprehensive Plan is scheduled for October 14, 2020, at 6:00 p.m.

There will be a ribbon cutting for The Carriage House and Lehigh Valley Animal Crematory on October 14, 2020.

B. Mayor

Mayor Heintzelman reminded the public that the Rail Trail is only open from dawn to dusk. It is very difficult to see people at the crossings in the dark.

Chief Shupp will post a reminder on the Hellertown Police Facebook page.

C. Hellertown Historical Society (Gil Stauffer)

Mr. Stauffer- The Board Meeting is scheduled for next week.

D. Planning Commission (Philp Weber)

Mr. Weber- The Planning Commission will meet on October 13, 2020.

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

Mr. Marcincin- The Hellertown Area Library is open.

F. Hellertown Borough Authority (Earl Hill)

Mr. Hill had nothing to report.

G. Hellertown Chamber of Commerce (Tom Rieger)

Mr. Rieger had nothing additional to report.

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

Mr. Rieger-The Partnership is holding a public meeting October 14, 2020 for the Comprehensive Plan Update.

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- The Main Street Safety Project is out to bid.

There are four land development projects on the Planning Commission agenda.

C. Solicitor

Mr. Corriere- A meeting was held today to discuss Ordinance 831. A draft will be presented to Council at the October 19, 2020, meeting.

D. Manager

Mrs. Hartranft was not present for the meeting.

E. Chief of Police

1. Authorization to Hire Nick Cirranello as Part-Time Police Officer Contingent Upon Successful Completion of All Requirements

Chief Shupp- I would like Council's permission to offer conditional employment to Nick Cirranello as a Part-Time Police Officer. He still needs to complete his evaluation.

Motion made by James Hill, seconded by Earl Hill, to authorize the hire of Nick Cirranello contingent upon successful completion of all requirements. Motion carried 7-0.

Chief Shupp- A local filmmaker will be filming on October 14, 2020, from 10:00 a.m. to 1:30 p.m., on Walnut Street between Main and Northampton Streets. The school has been notified.

F. Public Works Director

Mr. Yonney- The repairs to the salt bin have been completed.

G. Zoning/Codes Officer

Mr. Russo- The sidewalk for the Clarke Street development are half complete. Work on the other have will begin soon.

There are four plans on the agenda for October 13, 2020: 330 Linden Avenue, 5 Main Street, 1604 Clauser Street, and Saucon 6.

H. Fire Chief- None

I. Emergency Management- None

X. Unfinished Business- None

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. Authorization to Order Sanitation Truck - Council Action

Mr. Yonney- This item was budgeted for 2020. Prices are going up as of January 1, 2021, so I would like to order the truck. It should be completed by March 2021. This truck will have a larger engine so it can climb the hills at the landfill easier. The COSTARS price is \$165,227.50.

Motion made by Earl Hill, seconded by Matthew Marcincin, to order the new sanitation truck. Motion carried 7-0.

3. Authorization to Execute Settlement Agreement for 1527 Easton Road-  
Council Action

Mr. Corriere reviewed the reviewed the history of the zoning change request and court proceeding.

If the settlement agreement is executed, the Plaintiff's will not proceed with the lawsuit. I feel it is in the Borough's best interest to execute the agreement. The law is rather clear in this matter. Under the MPC, only Borough Council may adopt Zoning ordinances. The Mayor does not have veto power.

Motion made by Philip Weber, seconded by Michael McKenna to authorize execution of the settlement agreement for 1527 Easton Road.

Roll Call:

Earl Hill-	Yes
James Hill-	Yes
Matthew Marcincin-	Abstain
Michael McKenna-	Yes
Thomas Rieger-	No
Gil Stauffer-	Yes
Philip Weber-	Yes

Motion carried 5-1.

4. Approval of Hellertown Area Library Memorandum of Understanding- Council Action

Mr. Rieger- This Memorandum of Understanding would keep the current level of funding through January 1, 2022.

Motion made by Michael McKenna, seconded by Gil Stauffer, to accept the Memorandum of Understanding. Motion carried 7-0.

5. Adoption of Resolution 20-14, Authorizing Grant Submission to Northampton-Lehigh LSA for Improvements to Pool Concession Stand and Authority Park- Council Action

Mr. Smith- The Borough has been successful in obtaining a grant from DNCR for this project. The grants we are applying for would be for a match to the DNCR grant.

Motion made by Michael McKenna, seconded by Philip Weber, to adopt Resolution 20-14. Motion carried 7-0.

6. Adoption of Resolution 20-15, Authorizing Grant Submission to Monroe County LSA for Improvements to Pool Concession Stand and Authority Park- Council Action

Mr. Smith- We are submitting the same grant application to Monroe County LSA. Typically, the LSA does not award the full amount requested on the grant application.

Motion made by Earl Hill, seconded by Michael McKenna, to adopt Resolution 20-15. Motion carried 7-0.

XII Announcements

Mr. Rieger- A Budget Session will be held on October 12, 2020.

Currently, there are no plans for an Executive Session to be held on October 15, 2020.

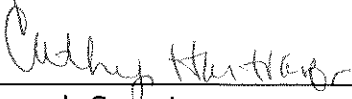
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XIII. Executive Session- None

XIV. Adjournment

Motion made by Michael McKenna, seconded by Earl Hill, to adjourn the meeting at 7:48 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 19<sup>th</sup> Day of October 2020.

  
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Borough Secretary