

Borough of Hellertown
Council Meeting Minutes
Monday, April 5, 2021

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

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

IV. Adoption of Meeting Agendum

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

V. Approval of Meeting Minutes

1. March 15, 2021

Motion made by Gil Stauffer, seconded by Earl Hill, to approve the March 15, 2021, meeting minutes as written. Motion carried 6-0.

VI. COVID-19 Briefing

1. Administration/Public Works/Finance

a. Mrs. Hartranft- We are still operating under our Covid Protocols. The building remains closed. We are looking to open the building on June 1, 2021.

2. EMA

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

3. Police

- a. Chief Shupp had nothing new to report.

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- None

B. Agenda Items- None

C. Non-Agenda Items- None

VIII. Reports from Elected Officials

A. President

Mr. Rieger- Council met in Executive Session on March 29, 2021, and prior to this meeting to discuss potential litigation and personnel matters.

I would like to thank the Hellertown Historical Society and all the volunteers for putting together the Easter Egg Hunt. It was very well received.

B. Mayor

Mayor Heintzelman also thanked everyone that assisted with the Easter Egg Hunt.

He asked Chief Shupp and Chief Barndt to look into grant funding to hold an educational meeting to inform businesses regarding commercial vehicle regulations.

C. Hellertown Historical Society (Gil Stauffer)

Mr. Stauffer- The Easter Egg Hunt was a success. There were over 500 children that participated. The Lower Saucon Fire Police did an excellent job with traffic control.

Mr. Hill also thanked Public Works for installing signage and providing traffic cones.

D. Planning Commission (Philp Weber)

Mr. Rieger- The next meeting is scheduled for April 13, 2021.

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

Mr. Marcincin- The Hellertown Area Library will be hosting Flight Night in conjunction with Black River Farms and the Chamber on June 16, 2021, from 5:30 p.m. to 7:30 p.m.

F. Hellertown Borough Authority (Earl Hill)

Mr. Hill had nothing to report.

G. Hellertown Chamber of Commerce (Tom Rieger)

Mr. Rieger- The Chamber is continuing to plan many upcoming events.

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

Mr. Rieger had nothing to report.

I. Saucon Rail Trail (Matthew Marcincin)

Mr. Marcincin- There was mention that Upper Bucks would like to connect with the Rail Trail. The commission will wait for plans before moving forward with discussions.

J. 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 Public Works Facility is out to bid. A pre-bid meeting was held and was well attended. We extended the bid deadline to April 9, 2021. The results will be on the next agenda.

The contractor will begin working on the Main Street Pedestrian Safety Project April 6 at the Main Street and Hampton Avenue intersection.

The Floodplain Study is underway.

C. Solicitor

Mr. Corriere had only agenda items to discuss.

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- The Public Works Department is continuing work on the stair installation at Dimmick Park.

G. Zoning/Codes Officer

Mr. Russo- The Planning Commission will meet on April 13, 2021, to discuss remaining buildings behind Saucon Valley Manor.

H. Fire Chief- None

I. Emergency Management- None

X. Unfinished Business

1. Discussion on Request for Waiver of Sidewalk and Handicap Ramp Installation at 605 Phillips Street

Mr. Russo- After the last meeting, I looked into the waiver that was granted for another house on New Jersey Avenue. The request was brought before Council and the waiver was granted due to the slope, the need to install a retaining wall, and that it would render the driveway unusable.

Mr. Fabian- The slope at the other home is seven percent. The slope at this property is ten percent.

Motion made by Earl Hill, seconded by Philip Weber, to require the installation of sidewalk and a handicap ramp on New Jersey Avenue and to grant a waiver of the sidewalk installation on Phillips Street. Motion made by 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 on 2021 Trick-or-Treat - Council Action

Mr. Stauffer- I asked for this to be on the agenda. When Trick-or-Treat was held on a Sunday from 4:00 p.m. to 6:00 p.m., it was a social event around the neighborhoods. Having it on Halloween in the evening takes away from the social aspect.

Mr. Rieger- The residents of Hellertown completed the survey and attended a meeting. A majority wanted Trick-or-Treat on Halloween from 6:00 p.m. to 8:00 p.m. I am not in favor of changing Trick-or-Treat.

Motion made by Gil Stauffer to move Trick-or-Treat back to the Sunday before Halloween from 4:00 p.m. to 6:00 p.m. Motion died due to a lack of a second.

3. Approval to Hold Community Yard Sale on June 5, 2021, and Waive Yard Sale Permit Fee- Council Action

Motion made by Earl Hill, seconded by Matthew Marcincin, to approve the request to hold the Community Yard Sale on June 5, 2021, and to waive the fee. Motion carried 6-0.

4. Approval to Hire YMCA to Manage Dimmick Pool and Aquatics- Council Action

Mrs. Hartranft- With Mr. Kolosky's resignation, the Borough advertised for a pool manager. We did not receive any interest. I did approach the YMCA as they run other aquatics programs in the area. They provide a manager, an assistant manager, hire the lifeguards, and get necessary certification. There will always be a manager on-site and they will test the chlorine hourly. I did receive a proposal within the typical budget. I would like to have Mr. Corriere review the legal agreement.

Motion made by Earl Hill, seconded by Michael McKenna, to accept the proposal contingent upon review by Mr. Corriere. Motion carried 6-0.

5. Authorization to Hire Sally Dartouzos as Assistant Pool Manager- Council Action

Mrs. Hartranft- Ms. Dartouzos works for the school district and has her clearances and Servesafe certificate. Staff is recommending hiring her as the assistant pool manager in charge of the refreshment stand and ticket booth.

Motion made by Michael McKenna, seconded Matthew Marcincin, to authorize the hiring of Ms. Dartouzos. Motion carried 6-0.

Mrs. Hartranft- We are still in need of applicants for pool maintenance, refreshment stand, and ticket booth.

6. Approval of Step Upgrade for Eric Cratty to Laborer I- Council Action

Motion made by Earl Hill, seconded by Matthew Marcincin, to approve the step upgrade for Eric Cratty effective March 28, 2021, per the collective bargaining agreement. Motion carried 6-0.

7. Authorization to Offer 50 30x70 Banners on Municibid- Council Action

Mrs. Hartranft- Mr. Yonney found the banners when they were cleaning out storage. We do not have room to put them up along with the Patriot Project flags.

Motion made by Gil Stauffer, seconded by Earl Hill, to place banners for bid on Municibid. Motion carried 6-0.

8. Authorization for Borough Manager to Execute Bus Shelter Agreement- Council Action

Mrs. Hartranft- Since the Borough-owned bus shelter will be placed in a PennDOT Right-of-Way, we have to enter into an agreement with PennDOT. I will need Council's approval to execute the agreement. Mr. Corriere has reviewed the agreement.

Mr. Stauffer questioned the language regarding advertising since Council seemed against any advertisement.

Mrs. Hartranft- This is a standard agreement. Any discussion regarding advertisements would have to come before Council.

Motion made by Michael McKenna, seconded by Gil Stauffer, to authorize Mrs. Hartranft to execute the bus shelter agreement. Motion carried 6-0.

9. Authorization to Award 2000 GMC Dumptruck Bid in the Amount of \$17,000.00 to Bobby Gerhart- Council Action

Motion made by Earl Hill, seconded by Matthew Marcincin, to award the bid for the 2000 GMC Dumptruck to Bobby Gerhart for \$17,000.00. Motion carried 6-0.

10. Authorization to Award Pavement Restoration and Markings Bid for Intersections of Main and High Streets, Main and Water Street, Main and Penn Streets, and Main and Walnut Streets to Marino Corp. in the Amount of \$138,985.00- Council Action

Mr. Smith- This project is a combination of two grants. This will include final pavement markings along Water and Main Streets. The other grant is for milling, overlay, and stamped crosswalks at the Main and Water Street intersection. We received one bid from Marino Corp. in the amount of \$138,985.00, which is within the budget. They are also the contractor for the Main Street Pedestrian Safety Project.

Motion made by Michael McKenna, seconded by Gil Stauffer, to award the bid to Marino Corp. in the amount of \$138,985.00. Motion carried 6-0.

11. Review and Discussion on Proposed Ordinance 836, Noise Regulations

Chief Shupp- Rather than having a noise ordinance that is open to personal interpretation, decibel readings were taken throughout the Borough at various days and times. The Police Department and Code Enforcement Officer will be provided with decibel readers. There will need to be a meeting with the Liquor Control Board to discuss this proposed ordinance.

Motion made by Gil Stauffer, seconded by Earl Hill, to authorize that advertisement of Ordinance 836 contingent upon successful meeting with the Liquor Control Board. Motion carried 6-0.

12. Consent Agenda

- i. Approval of Special Event Request for 666 Cinder Races on June 30, July 28, August 25, September 29, and October 27, 2021- Council Action
- ii. Approval of User's Agreement for Hellertown Royals- Council Action
- iii. Approval of Special Event Request for Farmers' Market, May 2, 2021 to November 21, 2021- Council Action

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

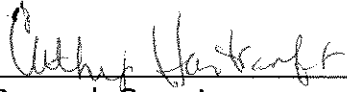
XII Announcements- None

XIII. Executive Session- None

XIV. Adjournment

Motion made by Michael McKenna, seconded by Gil Stauffer, to adjourn the meeting at 7:51 p.m. Motion carried 6-0.

Adopted by the Hellertown Borough Council this 19th Day of April 2021.



Borough Secretary