

Borough of Hellertown
Council Meeting Minutes
Monday, November 6, 2017

An Executive Session Was Held on October 30, 2017, to discuss Personnel Matters.

An Executive Session Was Held Prior to the Meeting at 6:00 P.M. to discuss Personnel Matters.

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

II. Pledge - All

III. Roll Call – Cathy Hartranft

Earl Hill-	Present
James Hill-	Present
Jonathan Lentz-	Present
Michael McKenna-	Present
Herbert Payung-	Present
Thomas Rieger-	Present
Philip Weber-	Present
Mayor Fluck-	Present

Also in attendance were Michael Corriere, Cathy Hartranft, Chief Shupp, Kris Russo, Tom Henshaw, Angie Bauer, and Tina Krasnansky. Bryan Smith was absent with prior notification.

IV. Adoption of Meeting Agendum

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

V. Approval of Meeting Minutes

A. Monday, October 16, 2017, Meeting Minutes

Motion made by Earl Hill, seconded by Michael McKenna, to approve the October 16, 2017, minutes as written. Motion carried 7-0.

VI. Courtesies of the Floor

- A. Pre-Scheduled Appearances- None
- B. Agenda Items- None
- C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger- Light Up Night will be held November 24, 2017, from 6:00 p.m. to 9:00 p.m. There will be food, beverages, Santa, trolley rides, and a holiday movie.

B. Mayor

Mayor Fluck had nothing to report.

C. Council

Council had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith was not present for the meeting and did not provide a report.

C. Solicitor

Mr. Corriere- I am still waiting to hear on the signed agreements for Stonewood. Fees will need to be paid before the agreements can be filed.

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. Henshaw- The new holiday wreaths have arrived. They are being assembled and installed.

G. Zoning/Codes Officer

Mr. Russo had nothing to report.

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business- None

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Presentation of 2018 General, Sanitation, Fire, Liquid Fuels, and Capital Fund Budgets

Mrs. Hartranft reviewed each section of the budget. There will be a .5 mill increase for the real estate tax and the recycling portion of the sanitation invoice will increase by \$10.00. Funding for two police officers is not included in the 2018 budget. Those officers were grant funded and the Borough has not received any funding to cover those officers. The budget reflects the needed part-time hours to fill the

shifts. The budgets for park maintenance, council dues, solicitor fee, road maintenance have all been reduced.

3. Authorization to Advertise 2018 Budget- Council Action

Motion made by Philip Weber, seconded by Herbert Payung, to advertise the 2018 budget. Motion carried 7-0.

4. Authorization to Advertise 2018 Tax Rate Ordinance- Council Action

Mrs. Hartranft- The ordinance outlines the 19.25 mills for real estate taxes and 1.5 mill for fire taxes.

Motion made by Philip Weber, seconded by Herbert Payung, to advertise Ordinance 821. Motion carried 6-1 (James Hill opposed).

5. Award Bid for Recyclables Collection – Council Action

Mrs. Hartranft- One bid was received from J.P. Mascaro. Staff recommendation is either a two or three year contract for bi-weekly collection.

Sam Augustine, J.P. Mascaro- The bid did go up considerably from last year. It has become more costly to operate, the CDL shortage is also increasing the cost, and the value of recyclables has decreased. He urged Council to take a long-term contract.

Motion made by Michael McKenna, seconded by James Hill, to accept a three year contract for bi-weekly collection. The contract will run from January 1, 2018-December 31, 2020. Motion carried 7-0.

6. Award Bid for Sale of 2011 Crown Victoria- Council Action

Motion made by Philip Weber, seconded by Herbert Payung, to award the bid for the 2011 Crown Victoria in the amount of \$4,700.00. Motion carried 7-0.

7. Approval of Request for Payment #1 to J.P.S. Construction in the Amount of \$144,882.00 for Bridge Repairs- Council Action

Mrs. Hartranft- This invoice has been certified by our engineer.

Motion made by Philip Weber, seconded by Earl Hill, to approve the payment to J.P.S. Construction in the amount of \$144,882.00.
Motion carried 7-0.

8. Discussion on Hellertown Area Library Strategic Plan, Action Plan, and Technology Plan

Mr. Payung- The library has been in operation for 25 years. These plans gave the staff and the board the opportunity to reflect on where the library has come and where it will be going in the future. They also prepare for the future retirement of the librarian and help predict some of the larger items that need to be budgeted for.

9. Authorization to Pay Off the 2015 Global Sweeper in the Amount of \$60,352.00- Council Action

Mr. Rieger- This will allow the use of some of the fund balance to retire the sweeper debt early.

Motion made by Earl Hill, seconded by Michael McKenna, to approve the pay-off of the Global Sweeper. Motion carried 7-0.

10. Approval of the 2018 Meeting Dates for Council, Zoning Hearing Board, and Planning Commission- Council Action

Motion made by Michael McKenna, seconded by Philip Weber, to advertise the 2018 meeting schedule. Motion carried 7-0.

11. Approval of Request for Release of Escrow for 1546/1550 Riegel Street- Council Action

Mr. Russo- This project was completed in 2005. The applicant forgot to request that the line of credit be closed. Mr. Smith went out and did the final inspection.

Motion made by Michael McKenna, seconded by Philip Weber, to approve the release of escrow. Motion carried 7-0.

XI Announcements

Mayor Fluck- A Veteran's Day ceremony will be held at the Union Cemetery on November 11, 2017, at 10:45 a.m.

XII. Executive Session

Motion made by Philip Weber, seconded by Herbert Payung, to adjourn to Executive Session at 7:24 p.m. Motion carried 7-0.

Mr. Corriere advised that the Executive Session was being held to discuss personnel matters.

Council reconvened from Executive Session at 7:35 p.m. Mr. Corriere reiterated that the Executive Session was held to discuss personnel matters.

XIII. Adjournment

Motion made by Philip Weber, seconded by Earl Hill, to adjourn the meeting at 7:40 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 20th Day of November 2017.



Cathy Hartroff
Borough Secretary