Borough of Hellertown Council Meeting Minutes Monday, November 20, 2017

- 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, Kris Russo, Tom Henshaw, Angie Bauer, Tina Krasnansky, and Chief Shupp. Bryan Smith was absent with prior notification.

IV. Adoption of Meeting Agendum

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

- V. Approval of Meeting Minutes
 - A. Monday, November 6, 2017, Meeting Minutes

Motion made by Michael McKenna, seconded by Jonathan Lentz, to approve the November 6, 2017, minutes as written. Motion carried 7-0

****Authorization to Hire, Waive the 300 Hour Training Requirement, & Swearing-In of Kyle Bartholomew as Part-Time Police Officer****

Motion made by Michael McKenna, seconded by Earl Hill, to hire Kyle Bartholomew as a Part-Time Police Officer and waive the training requirement. Motion carried 7-0.

Mayor Fluck administered the Oath of Office.

VI. Courtesies of the Floor

- A. Pre-Scheduled Appearances
 - 1. Steve LaBrake, Saucon Valley Bikes- Presentation of Special Event Request for Laps in the Cinders Fun Ride, December 10, 2017- Council Action

Mr. LaBrake- The Laps in the Cinders will be an invite only, adult only event. I would expect between 20 and 30 people. We would like to have adult beverages available. It will be held from 12:30 to 3:00 p.m. on December 10, 2017.

Motion made by Philip Weber, seconded by James Hill, to approve the Laps in the Cinders Special Event. Motion carried 7-0.

- B. Agenda Items- None
- C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger- Light Up Night is November 24, 2017.

B. Mayor

Mayor Fluck had nothing to report.

- C. Council
 - 1. Mayor Fluck- Saucon Valley Partnership

Mayor Fluck had nothing additional to report.

2. James Hill- Civil Service Commission/Rail Trail Committee

Mr. Hill had nothing to report.

3. Michael McKenna- Hellertown Borough Authority

Mr. McKenna- The Hellertown Borough Authority held their regular monthly meeting. We are finishing up our projects for the year.

4. Philip Weber- Planning Commission and Police Pension Board

Mr. Weber had nothing to report.

5. Herbert Payung- Hellertown Area Library

Mr. Payung had nothing to report.

6. Thomas Rieger- Hellertown Chamber of Commerce

Mr. Rieger- Saucon Valley Partnership is getting estimates for updating the Multimunicipal Comprehensive Plan.

7. Earl Hill- Hellertown Historical Society

Mr. Hill- The Hellertown Historical Society will be holding their annual Open House on December 1, 2017, from 6:00 p.m. to 9:00 p.m. The Shopping at the Mill is scheduled for December 10, 2017, from 12:00 p.m. to 4:00 p.m.

VIII. Reports from Appointed Officials

A. Treasurer

October 2017

Motion made Philip Weber, seconded by Michael McKenna, to receive the October 2017 Treasurer's Reports. Motion carried 7-0.

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B. Engineer

Mr. Smith was not present for the meeting.

C. Solicitor

Mr. Corriere- The attorney for BT STonewood has advised me that the Borough should receive the executed agreements and bonds by December.

D. Manager

Mrs. Hartranft- The 2018 budgets have been advertised and available for review. They are on the December 4, 2017, agenda for final approval.

The Borough is the recipient of two grants. The first is \$35,000.00 from Northampton County for the lighted crosswalk at Main and Hampton Street. The second is \$155,000.00 from DCED for upgrades to the play area at Dimmick Park.

Mr. Smith and I will present our request for pedestrian safety improvements to the Lehigh Valley Planning Commission on Monday, November 27th.

E. Chief of Police

1. Police Monthly Report

Motion made by Philip Weber, seconded by Herbert Payung, to receive the Police Monthly Report and make a part of these minutes. Motion carried 7-0.

F. Public Works Director

1. Monthly Report

Motion made by Philip Weber, seconded by Earl Hill, to receive the Public Works Monthly Report and make a part of these minutes. Motion carried 7-0.

G. Zoning/Codes Officer

1. Monthly Report

Motion made by Michael McKenna, seconded by Michael McKenna, to receive the Zoning/Code Enforcement Monthly Report and make a part of these minutes. Motion carried 7-0.

- H. Fire Chief- None
- I. Emergency Management- None
- IX. Unfinished Business- None
- X. New Business
 - 1. Outstanding Obligations- Approval of Payments

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

2. Approval of Banner and Special Event Request for Saucon Creek Arts Festival, June 2, 2018- Council Action

Motion made by Michael McKenna, seconded by Earl Hill, to approve the Special Event Request contingent upon receipt of all required paperwork. The Banner Request is approved with modification of dates to not conflict with Relay for Life and Community Center events. Motion carried 7-0.

XI. Announcements

Mr. Rieger wished all of the staff and residents a Happy Thanksgiving.

XII. Executive Session- None

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XIII. Adjournment

Motion made by Michael McKenna, seconded by Earl Hill, to adjourn the meeting at 7:14 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 4th Day of December 2017.

Borough Secretary

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

October 2017

This is the monthly report for the Hellertown Police Department from October 1st through October 31st, 2017.

During the month of October the Police received 308 calls for service. We did receive 1 Forgery/Fraud, 2 Theft, 10 Domestic/Assault, 1 Offense against a Child, 1 Sex Offense, 1 Attempted Robbery and 16 traffic collision calls. We wrote 104 citations.

The Police Department filed 33 charges including 16 for Narcotics Possession, 4 for DUI, 5 for Assault, 1 for Theft, 1 for Attempted Robbery and 1 for Endangering the Welfare of a Child.

As of the end of the month the Police have completed all necessary training requirements for the year and we are now working on setting up all training for next year. The Halloween parade was a great success again this year, we had 3 vehicles and 1 bike officer in the parade. We are again working on some higher level Narcotics cases and I will advise you of the outcomes. Any questions please feel free to stop in or call.

Chief Robert Shupp III

PUBLIC WORKS AND PARKS DEPARTMENT MONTHLY REPORT OCTOBER 2017

1 Activity Completed

Hung parade banner.

Trimmed brush and trees at bridges for contractor.

Removed old Christmas star brackets and installed wreath brackets.

Drained and blew out water lines to snack stand and filter building.

Removed flag and shade for band shell.

Power washed and painted Borough Hall porches.

Cut and trimmed all parks.

Swept Main St. as scheduled and streets as needed.

Put lids on 2 dumpsters and delivered to Saucon Manor and to Star gmc.

Removed damaged platforms and slides from Dimmick tot lot.

Sickle bar work at Compost, Thomas Iron area and Compost Center.

Winterized pavilion.

Unloaded new Kiosk for Borough Hall

Cleaned Plaza fountain.

Cleaned trucks ,loader and backhoe.

Set out barricades and hung signage for parade.

Delivery of new loader, registration at notary and at insurance co.

Cut and hauled away debris from planting areas at Water St. Park.

2 Other

Serviced both Lazer mowers.

Cleaned shops and lunch room weekly.

Exchanged power driver at Sears in Quakertown.

Helped with accident on Main St.

Emptied bin and pushed pile at Compost Center

Swept parade route and Compost Center roadway.

Cleaned out Willow Rd. swale.

Installed HP sign and paint on Bachman st.

Filled dog waste bag dispensers weekly.

Returned display wreath to Rileighs.

Picked up 60 boxes of bows for wreaths at Rileighs.

Pumped out conversion box and lowered water level at pool.

Started leaf collection, test run.

Removed signage and picked up barricades from parade.

Removed parade banner and hung wreath on clock tower.

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

Worked on dog kennel roof and cleaned out storage building. Changed main broom on sweeper.

Cleared out scrap metal area.

Repaired leaky toilet in Dimmick Park mens room.

Cut down and chipped tree in park behind fountain.

Cut back plants at Borough Hall and Plaza.

Fixed fuel problem on leaf collector, lines and filter.

4 NUMBER OF TIMES CALLED OUT AFTER WORKING HOURS

5 MEETINGS

Council Meeting

Meeting with Manager, misc. Borough business

Meeting Kaplan awnings salesman.

Met with trash truck salesman.

Budget meetings.

6 COMPLAINTS

7 OTHER

Unlocked and cleaned restrooms in Dimmick and Water St. parks.

Emptied trash barrels on every Fri.and Mon.

Cleared mill race and pond grates weekly.



BOROUGH OF HELLERTOWN

Zoning and Codes Office 685 Main Street Hellertown, Pennsylvania 18055-1745 Hellertownborough.org 610-838-7041 * Fax 610-838-0500

2017 Monthly Report Oct 12-Nov 16

Local Permits Issued: 15
BIA Permits Issued: 16
Sidewalk Inspections: 2
Residential Rental Inspections: 2
Fire Inspections: 3
Service Requests/Complaints 22
Citations: None
Planning Commission activity: None

ZHB activity: None

Meetings/Classes attended: 2 Borough Council

0 Z.H.B.

0 Planning Commission

Court Appearances: 0

Other Information: None

Business Activity: 656 Main St-Tax/Wealth Management Office opening soon. 202 main St.(Flower Shop) was issued a temporary CO, will be opening soon.

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Borough of Hellertown Monthly Permit Report

FOR PERMITS ISSUED BETWEEN 10/12/2017 AND 11/16/2017

DATE PERMIT	PERMIT#	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	:
10/13/2017	Z-170567 Zoning	MINDLER, MONICAY, Tank Permit	1615 BLEYLER ST	Q7NW2C-3-2	\$2,337.00	\$50.00
10/16/2017	Z-170570 Zoning	VANDERWALT ENTERPRISES LLC, Sign Permit	656 MAIN ST	Q7SW2D-8-3A	\$500.00	\$25.00
10/16/2017	Y-170571 Shade	WARRELMANN DAWN R ET AL, Substantial Trimming	827 MAGNOLIA RD	Q7SE4A-3-4	\$0.00	\$10.00
10/17/2017	Z-170575 Zoning	TORNIG REALTY LLC, Temp. Sign Permit(2 Flags)	11-A MAIN ST	R7-5-6Q	\$500.00	\$25.00
10/17/2017	Z-170574 Zoning	FIRTH, ELIZABETH B And ROBERT, Sidewalk	30 W DEPOT ST	Q7SW2A-8-5	\$1,600.00	\$50,00
10/20/2017	Z-170578 Zoning	KEROSETZ, ERNEST C And DONNA, Fence	1437 KEILMAN AVE	Q7NW3B-7-9	\$3,200.00	\$75.00
10/20/2017	Z-170577 Zoning	KANUCK, CHRISTOPHER And CHRI Sidewalk	1126 FURNACE ST	Q7NW3D-7-5A	\$1,850.00	\$50.00
0/23/2017	Y-170581 Shade	BRODZINSKI RONALD And YVONN Removal	1130 3RD AVE	Q7NW3C-14-2	\$0.00	\$25.00
0/27/2017	Z-170585 Zoning	BRODZINSKI RONALD And YVONN Shed	1130 3RD AVE	Q7NW3C-14-2	\$3,800.00	\$75.00
1/2/2017	Z-170589 Zoning	HASSANEIN, EISSA, Sidewalk	463 LOCUST RD	Q7SE1D-4-15	\$1,000.00	\$50.00
1/6/2017	Z-170592 Zoning	GARDNER, RICHARD And LISA, Sidewalk	1307 EASTON RD	Q7NW3C-7-8	\$1,800.00	\$50.00
1/7/2017	Z-170600 Zoning	WOODRUFF, S CLARKE, Sign Permit-Front	800 MAIN ST	Q7SW2D-2-2	\$3,875.00	\$75.00
1/7/2017	Z-170599 Zoning	WOODRUFF, S CLARKE, Sign Permit-Side Wall	800 MAIN ST	Q7SW2D-2-2	\$6,975.00	\$100.00
1/7/2017	O-170598 Compliance	MANJA GEORGE And JOUZAPHIN, Full-Commercial	1242 MAIN ST	Q7NW3D-4-10	\$0.00	\$50.00
11/13/2017	Z-170603 Zoning	SAUCON TRUST, Day Care Conversion	1050 MAIN ST	Q7SW2A-1-3	\$10,000.00	\$125.00

Boro.

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Borough of Hellertown Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 10/12/2017 AND 11/16/2017

DATE PERMIT	PERMIT#	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
10/12/2017	F-170565 Roof	LIGHTNER, ROBERT A And PAMELA New Roof-Residential	502 MAIN ST	Q7SW3A-2-6	\$6,500.00	\$79.00
10/19/2017	M-170576 Mechanical	TOMASETTI, ROBERT J And LISBET Water Heater	320 E HIGH ST	Q7NW3B-6-5A	\$0.00	\$74.00
10/24/2017	E-170584 Elect	JOHANSON, RONALD A, Service Upgrade	975 BIRCH RD	Q7SE1D-1-3	\$1,200.00	\$79.00
10/24/2017	M-170583 Mechanical	CHASE, PATRICIA ANNE, Replacement-Residential	83-85 HESS AVE	Q7NW2D-7-31	\$5,000.00	\$109.00
10/31/2017	F-170587 Roof	BAUDER, ROY'S And RUTH A, New Roof-Residential	619 PHILLIPS ST	Q7NW3C-9×1	\$6,300.00	\$79.50
10/31/2017	M-170586 Mechanical	ADAMS CULVER LLC, Mini Splits/Dining Rm.	605 MAIN ST	Q7SW2D-9-4A	\$5,600.00	\$154.50
11/7/2017	P-170597 Plumbing	DEVITA, JOHN J. And IRENE B, Water Heater	37 HESS AVE	Q7NW2D-7-25	\$0.00	\$74.50
11/7/2017	E-170595 Elect	PFEIFFER, MATTHEW J ET AL, Solar Installation	310 MAGNOLIA RD	Q7SW3B-13-2	\$3,499.00	\$74.50
11/7/2017	B-170596 Build	PFEIFFER, MATTHEW J ET AL, Solar Installation	310 MAGNOLIA RD	Q7SW3B-13-2	\$1,499.00	\$129.50
11/9/2017	F-170601 Roof	SCHNEIDER, ERIK J And CAROL A, Roof-Residential	808 POPLAR RD	Q7SE4A-11-7	\$2,000.00	\$79.50
11/13/2017	B-170609 Build	SAUCON TRUST, Day Care Fit Out	1050 MAIN ST	Q7SW2A-1-3	\$10,000.00	\$564.50
11/13/2017	F-170604 Roof	VINSON, JEFFREY LLOYD And THE New Roof-Residential	1112 2ND AVE	Q7NW3D-10-5	\$3,200.00	\$79.50
11/13/2017	F-170605 Roof	NICHOL, MARY M And MARY MACM New Roof-Residential	1114 2ND AVE	Q7NW3D-10-4	\$3,200.00	\$79.50
11/13/2017	F-170606 Roof	SMITH, RONALD G And DENNIS R. New Roof-Commercial	1606 MAIN ST	Q7NW2D-7-18	\$6,800.00	\$79.50
11/14/2017	E-170611 Elect	MALONE, GERALD C And SANDRA Service Upgrade	302 CONSTITUTION AVE	Q7SE4A-8-12	\$1,400.00	\$79.50
11/14/2017	E-170610 Elect	CHASE, PATRICIA ANNE, Service Upgrade	83-85 HESS AVE	Q7NW2D-7-31	\$2,700.00	\$79.50



Borough of Hellertown Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 10/12/2017 AND 11/16/2017

DATE PERMIT	PERMIT#	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
10/17/2017	S-170573 Sidelinsp	BLOCH, ROBERT B JR, Sidewalk And Curb Inspection Applic	1126 1ST AVE	Q7NW3D-9-7	\$0.00	\$25.00
11/14/2017	S-170612 SideInsp	GENERAL EQUITIES INC, Sidewalk And Curb Inspection Applic	1014-1020 MAIN ST ation	Q7SW2A-4-3	\$0.00	\$25.00
		TOTAL NUMBER OF PERMI	75 2			era era armanen (20) perapa kan
		TOTAL ESTIMATED VALUE:	\$0.00			
		TOTAL PERMIT FEES:	\$50,00			

Summary by Type

Address

Description

Permit

Desc Work

TicketNo.

Schedule Notes

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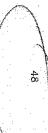
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Borough of Hellertown

Inspections Performed

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Total Number of Inspections Performed:



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