

Borough of Hellertown  
Council Meeting Minutes  
Monday, February 1, 2016

I. Call to Order – Thomas Rieger, 7:08 p.m.

II. Pledge - All

III. Roll Call – Cathy Hartranft

John Bate-	Present
Earl Hill-	Present
James Hill-	Present
Michael McKenna-	Present
Herbert Payung-	Present
Thomas Rieger-	Present
Philip Weber-	Present
Mayor Fluck-	Present

Also in attendance were Mike Corriere, Bryan Smith, Chief Shupp, Cathy Hartranft, Kris Russo, Tom Henshaw, and Angie Bauer.

IV. Adoption of Meeting Agendum

Mr. Rieger- Informed the audience an Executive Session was held prior to tonight's meeting to discuss personnel and contracts.

Motion made by Herbert Payung, seconded by Michael McKenna, to approve the meeting agendum and move the Fire Chief's report immediately following the approval of the minutes. Motion carried 7-0.

**\*\*\*\*Fire Chiefs Report\*\*\*\***

Chief Maguire thanked the Public Works Department for their help during the recent snow storm.

Chief Maguire- To date we have received 30 calls which amounted to 73 man hours. This does not include the time spent at the station during the storm. Sixty percent of our staff has received national certification.

Motion made by John Bate, seconded by Michael McKenna, to receive the Fire Company Reports. Motion carried 7-0.

Mr. Maguire also informed Council the Fire Department is still looking into funding avenues for a new training facility.

Mr. Maguire further sought Council approval to purchase a plow for the utility truck. A quote for a Fisher 9ft. V plow in the amount of \$5,723.00 was presented.

Motion made by Philip Weber, seconded by Michael McKenna, to utilize the utility truck 1341 for an emergency service plow. Motion carried 7-0.

Motion made by John Bate, seconded by Michael McKenna, to approve the purchase of a plow not to exceed \$6,000.00 from the Fire Capital fund. Mr. Maguire was also directed by Council to update the 10 year capital plan. Motion carried 7-0.

V. Approval of Meeting Minutes

A. Tuesday, January 19, 2016, Meeting Minutes

Motion made by John Bate, seconded by James Hill, to approve the January 19, 2016, Meeting 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

Bob Hero, 520 Main Street- During the snow removal efforts, there was three feet of snow left on the sidewalk at Main and Penn Street. There is a bus stop and it is difficult to get on and off the bus. Mr. Hero requested the public works department be responsible for the snow removal on the sidewalk at the bus stop.

Mr. Rieger- Per our sidewalk ordinance the sidewalk is owned by the property owner and the removal is their responsibility. The Borough brought in many resources to assist with snow removal along Main Street and other snow emergency routes.

Mr. Russo- As a reminder, the ordinance requires removal of snow from sidewalks within 24 hours after the storm.

## VII. Reports from Elected Officials

### A. President

Mr. Rieger- The Emergency Management Plan functioned according to plan. The Public Works crew did a wonderful job as well as the Borough Authority with snow plowing and removal during this storm. Mr. Rieger directed staff to review the borough's snow emergency routes and plowing procedures.

Mr. Hill suggested this include plowing curb to curb on snow emergency routes.

Mr. Rieger thanked Mr. Heintzelman for hosting a luncheon and also residents who brought food and refreshments to the crew.

Mr. Weber reminded residents to clean off the storm drains due to the impending rain.

Mr. Rieger- We received three applications for the Planning Commission vacancy. Interviews will be held February 16, 2016, at 6:15 p.m. I would ask that the Planning Commission also be in attendance.

### B. Mayor

Mayor Fluck- I walked Main Street and spoke with residents and business owners. All were really grateful for the snow removal. The crew did a wonderful job and I would like to thank the Police for keeping the snow emergencies free vehicles.

C. Council- None

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith had only agenda items.

C. Solicitor

Mr. Corriere- I again requested a status update on the Stonewood Land Development easement agreements on January 25, 2016.

I am preparing a draft of the proposed Zoning amendment for crematoriums. Staff and the Planning Commission are currently working on a proposed amendment to the bed and breakfast criteria.

D. Manager

Mrs. Hartranft- The Borough was awarded \$6,500.00 for a kiosk to be placed in front of Borough Hall. I would like to take the proposed designs to the Planning Commission for their review and recommendations.

Motion made by Michael McKenna, seconded by Earl Hill, to allow staff to take the proposed kiosk designs before the Planning Commission. Motion carried 7-0.

Mrs. Hartranft thanked the Public Works and office staff doing for a wonderful job and also thanked Council for allowing use of resources during the recent snow storm.

E. Chief of Police

1. 2015 Yearly Report

Motion made by Philip Weber, seconded by Michael McKenna, to receive the 2015 Police Yearly Report and make a part of these minutes. Motion carried 7-0.

Chief Shupp- I received a complaint regarding the turn lane coming off of I78. I made contact with PennDOT. They will have a company come and check the sensors.

I would like Council permission to sell Car 5 on Municibid.

Motion made by Philip Weber, seconded by John Bate, to allow the sale of Police Car #5. Motion carried 7-0.

There was only one minor incident during the storm. A tail light was broken. Only one vehicle was towed.

The Public Works Department now has radios with their own frequency. There have been a few minor issues but have been working well.

Four tickets were issued Sunday for those parked overnight in Borough lots.

F. Public Works Director

Mr. Henshaw thanked staff and Council for their support during the storm. He also thanked Mr. Heintzelman for hosting the luncheon.

G. Zoning/Codes Officer

Mr. Russo- Made contact with 19 properties regarding snow removal issues. Two properties have been cited and a few more will be cited tomorrow.

H. Fire Chief

Chief Maguire appeared earlier in the meeting.

I. Emergency Management

Mr. Bate- I will be updating the available resource listing of contractors available during an emergency. He thanked the Public Works Department and thought that the contractors and Public Works worked well together.

IX. Unfinished Business

1. Discussion on Hellertown's 275<sup>th</sup> Anniversary

Motion made by Philip Weber to table until a later date.

2. Discussion on Zimpfer Lane No Parking from East Side of Driveway Opening at 1523 Zimpfer Lane South 63 Feet

Mrs. Hartranft- Council tabled this item until Mr. Russo could meet with the contractor.

Mr. Russo - Met with the contractor about widening the driveway apron. The homeowner applied for the permit and it was issued today. Once the apron is widened, the property owner will park in their driveway.

Mr. Weber made a motion to table this item until an issue arises.

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Adoption of Resolution 16-03, Annual PennDOT Street Banner Procedures- Council Action

Motion made by Michael McKenna, seconded by Philip Weber, to adopt Resolution 16-03. Motion carried 7-0.

3. Adoption of Revision to Resolution 15-13, Addition of Conditional Use Hearing Fee to Fee Schedule- Council Action

Mrs. Hartranft informed Council it was noticed that the fee schedule does not include a fee for a conditional use hearing.

Motion made by Philip Weber, seconded by Herbert Payung, to approve the revision. Motion carried 7-0.

4. Approval of Final Payment Application for Water Street Park to Whiting Turner in the Amount of \$32,444.00- Council Action

Mr. Smith- All work was completed except for a few things that will be completed in the spring.

Motion made by John Bate, seconded by Michael McKenna, to approve the final payment to Whiting Turner. Motion carried 7-0.

- 5 Discussion and Adoption of 2016 Hellertown Area Library Agreement- Council Action

Mrs. Hartranft- The agreement with the Hellertown Area Library expired December 2015. We are proposing a five year agreement between the Library, Lower Saucon Township, and Hellertown Borough. The agreement outlines a contribution of \$8.37 per capita. Any amount over that would require Council approval. The Hellertown Area Library budget will still need to be presented and approved by Council each year.

Mr. Payung- This is a similar agreement to the one that was approved two years ago and the per capital rate remains the same.

Motion made by Michael McKenna, seconded by Philip Weber, to approve the Hellertown Area Library Agreement as presented.

Motion carried 7-0.

6. Approval of Special Event Request for Saucon Valley Farmers' Market- Council Action

Motion made by Michael McKenna, seconded by Earl Hill, to approve agenda items number 6, 7, 8, and 9. Motion carried 7-0

7. Approval of St. Theresa's Walkathon, May 6, 2016, from 9:00 a.m. to 11:15 a.m.- Council Action

This item was approved under agenda item #6.

8. Approval of Special Event Request for Saucon Valley Community Center Ice Cream Social, June 4, 2016, from 11:00 a.m. to 4:00 p.m.- Council Action

This item was approved under agenda item #6.

9. Approval of 2016 Mountain House Day Camp Agreement for Use of Dimmick Park- Council Action

This item was approved under agenda item #6.

XI Announcements- None

XII. Executive Session

Motion made by John Bate, seconded by Michael McKenna, to adjourn to Executive Session at 8:03 p.m. Motion carried 7-0.

Mr. Corriere advised that the Executive Session was being held to discuss a proposed contract.

Council reconvened from Executive Session at 8:25 p.m. Mr. Corriere reiterated that the Executive Session was held to discuss contracts.

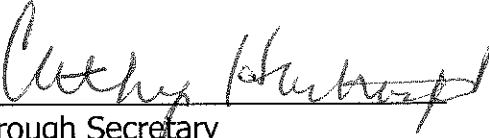
Motion made by John Bate, seconded by Earl Hill, to approve the proposal provided by Cohen Law Group to perform an audit and negotiate franchise fees with Service Electric and RCN cable. Motion carried 7-0.

Council directed Mrs. Hartranft to poll Council for their availability on Monday, March 14, 2016, for a special meeting of Council to discuss borough facilities/renovations.

XIII. Adjournment

Motion made by Michael McKenna, seconded by Philip Weber, to adjourn the meeting at 8:30 p.m. Motion carried 7-0.

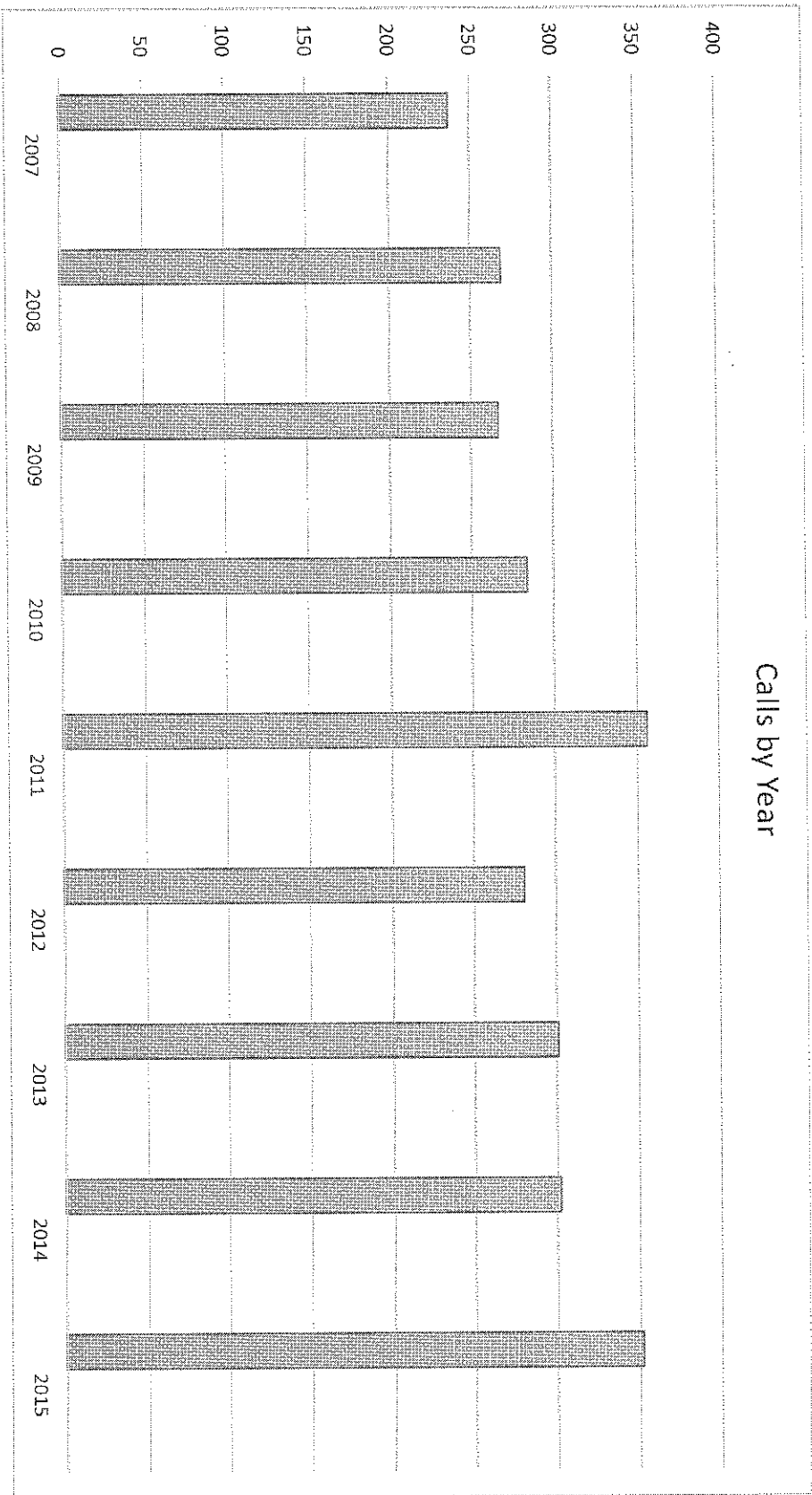
Adopted by the Hellertown Borough Council this 16<sup>th</sup> Day of February 2016.

  
Borough Secretary



**Dewey Fire Company #1  
Call Totals (10 years)**

Calls by Year



Dewey Fire Company #1  
2015 Fire Call Totals

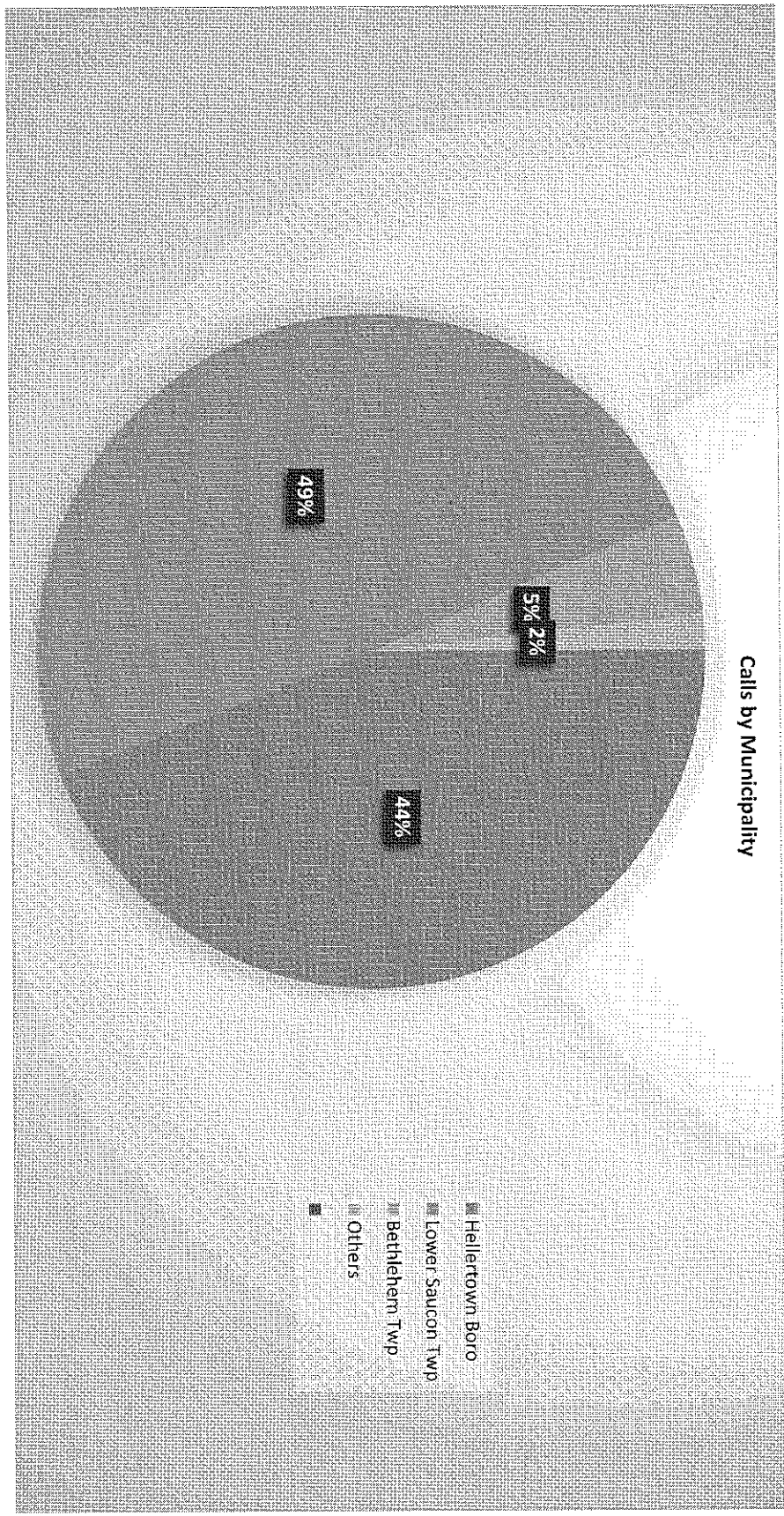
Calls by Dispatch



- Automatic Fire Alarms (AVA)
- Odor Investigations
- Dwelling/Structure Fires
- Motor Vehicle Accidents
- Vehicle Fires
- Assistance (other)
- Wire Problems
- EMIS Assist
- Fluid Spills
- Brush Fires
- Bomb/Suspicious

Dewey Fire Company #1  
2015 Fire Call Totals

Calls by Municipality



# HELLERTOWN POLICE DEPARTMENT

## YEARLY REPORT FOR 2015

This is the yearly report for the Hellertown Police Department for 2015.

In 2015 the police received 4,932 calls for service, averaging approximately 14 calls for service per day. This is an increase of 5.6% from last year. We did receive 8 Sexual Assault, 71 Theft, 100 Domestic/Assault, 35 Fraud, 7 Burglary and 2 Robbery calls. We had 128 traffic collisions and wrote 1,309 citations. We did see an increase in just about every area of calls received. The area that saw the largest increase was Fraud. We saw an 84% increase in the number of Fraud calls in 2015, we believe this is simply due to the amount of out of state traffic traveling through town. Though the increase was substantial, as you will see further in this report, we made a significant number of arrests last year for this offense.

The Police Department filed 374 charges in 2015, this is a 19% increase. The charges filed include 50 for DUI and 114 for Narcotics related offenses, 17 for Assault, 34 for Theft, 2 for Sexual Assault and 95 for Fraud/Forgery.

In 2015 we conducted multiple tours of our department for local organizations, installed 9 car seats for residents, participated in Catholic Schools Week by attending a lunch with the school kids and did our annual participation in Community Day and the Halloween Parade. We also set up at the Dewey celebration and that was a huge success. We were able to talk to a lot of residents and non-residents about Hellertown. I believe everyone was really impressed with our town.

Training is always a point of emphasis, not only for safety and liability, but it also allows officers to learn new tactics and processes that make help them become better at their job. In 2015 officers attended numerous trainings in all aspects of law enforcement. All officers attended the MPOETC required updates taught at the Allentown Police Academy. Officer McCartney attended motor carrier school as well as weights and measures school. With the amount of truck traffic increasing in our area I believe this will be extremely beneficial to the borough. Corporal Johnston attended a recertification class for checking and installing child safety seats. Corporal Johnston and Officer Andree attended a certification class for PSS, or defensive tactics. Officer Fischer attended multiple classes and became a certified DRE. A DRE is a drug recognition expert and can evaluate people to determine if they are under the influence of narcotics, what narcotic and to what level. This is an extremely difficult certification to obtain, as there are less than 100 DRE's in the entire state of Pennsylvania. All officers attended our spring and fall firearms qualifications as well as our annual defensive tactics training and TASER training. Officer Fischer also became a certified GLOCK armorer and Officer Donato became certified as an armorer for our AR-15's.

The police department took part some initiatives this year as well. We participated in the 7-11 Operation Chill, where an officer observes a juvenile doing something kind or obeying the law we would give them a ticket for a free Slurpee. We also handed out glow necklaces and bracelets on Halloween night that read "Happy Halloween, be safe Hellertown Police Department". Both parents and children really like both of those initiatives. We also continued our Business Security Checklist initiative where officers stop in businesses and give them a checklist they can reference to see how secure they are as well as a magnet with our patch and emergency phone numbers. We will continue this initiative in 2016.

We received three grants in 2015. The first grant was from the state for Click it or Ticket for the amount of \$2,500.00. This grant allowed extra patrols to solely target aggressive drivers. The second grant was from the Casino for the two police officers for the amount of \$207,034.00. The third grant was for the purchase of bullet proof vests for the amount of \$2,560.00.

We did our Junked and Abandoned vehicle sweep of the borough and found residents are doing a better job of abiding by the ordinance, we only had a few people who refused to move their vehicles and were cited. We did an outstanding job with our fraud cases. We had 95 charges for Forgery and Fraud and solved some really big cases. All of our Fraud cases involved offenders from New York. We also did a great job this year with our vehicle break-in cases. We had two separate incidents that involved multiple break-ins and we made arrests in both cases. Investigator Dattilio did a great job investigating the case where we had 26 firearms stolen from a home in the Borough. He did make an arrest in that case and we have recovered some of the firearms. Everything went well in 2015 and we will be striving to make Hellertown a safer community in 2016.

Chief Robert Shupp III