

Borough of Hellertown
Council Meeting Minutes
Monday, March 3, 2014

I. Call to Order – Thomas Rieger, 7:04 p.m.

II. Pledge - All

III. Roll Call – Cathy Hartranft

John Bate-	Present
James Hill-	Present
Michael McKenna-	Present
Gail Nolf-	Present
Joseph Pampanin-	Present
Thomas Rieger-	Present
Richard Staffieri-	Present
Mayor Fluck-	Present

IV. Adoption of Meeting Agendum

Motion made by Richard Staffieri, seconded by James Hill, to approve the meeting agendum with the addition of New Business #13, Discussion of Police Officer Heart & Lung Benefits. Motion carried 7-0.

V. Approval of Meeting Minutes

A. Tuesday, February 18, 2014, Meeting Minutes

Motion made by Richard Staffieri, seconded by Michael McKenna, to approve the February 18, 2014, Meeting Minutes with the correction of a name error on Page 1. Motion carried 5-0 (Ms. Nolf and Mr. Bate abstained).

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Denise Dyer-Discussion on 5K in Conjunction with Relay for Life-
Council Action

Nancy Petiet, 2507 Wassergass Road- The run will go through the Borough of Hellertown and an area of Lower Saucon Township.

Motion made by Gail Nolf, seconded by Richard Staffieri, to approve the Special Event Request for a 5K in conjunction with the Relay for Life contingent upon approval from Lower Saucon Township.
Motion carried 7-0.

B. Agenda Items- None

C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger- I have been meeting regularly with Mrs. Hartranft regarding personnel and snow issues.

B. Mayor- None

C. Council

Ms. Nolf- The Library Board met. The Library has been enrolling new members and expanding eBooks. There will be another meeting on March 10, 2014, to discuss building renovations.

Mrs. Hartranft- Ms. Rotherham will come before Council at the April 7, 2014, meeting to give Council an update.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith- a site walk review with the contractor was held last week at Dimmick Park but was unable to complete the review due to the snow.

Mr. Bate- Do you have an update on the culvert?

Mr. Smith- A Erosion and Sedimentation Permit was submitted last week.

C. Solicitor

Mr. Corriere- I am still awaiting a response from Aquatic Renovation Systems in regard to the Borough's counter-offer for the pool liner.

A further status report request was sent to Saucon Valley Manor today. I advised them to contact the Borough when they are ready to proceed.

I have not received a response to the demand letter sent to collect \$456.64 for reimbursement for environmental clean-up.

Staff is currently reviewing the Fire Ordinance, Oak Street Right-of-Way, and Water Street Park.

I will have the Parking Ordinance on the agenda for advertisement on March 17, 2014.

D. Manager

1. Year-End Report

Mrs. Hartranft- The Manager's Year-End Report has been presented to Council and I can make available to the press. All fund balances are currently unaudited.

Motion made by John Bate, seconded by Michael McKenna, to receive the Manager's Year-End Report. Motion carried 7-0.

2. Discussion on Second Sunday Music in the Park

Mrs. Hartranft- At the end of last season, the Borough was advised of the director's intention to retire. Council authorized the placement of an ad seeking a volunteer but the Borough did not receive interest.

Mr. Rieger- The Borough invested a lot of money in the Bandshell and the park. It would be a waste if the program was not continued. If the Borough wished to take on the project, I know of two people who would take on the project. The preliminary cost to the Borough would be between \$5,000.00 and \$6,000.00. The Lions Club or other organizations would still be able to raise money at the concession stand. Mr. Rieger will contact the interested parties and request a written proposal. The deadline for resolution of this issue is the first week in April.

E. Chief of Police

Chief Shupp- There will be increased patrol and enforcement around the school area. The Police Department has received a grant to check that minors are using seatbelts.

Ms. Nolf requested that if staff is aware of a grant that could work for the Hellertown Area Library to please notify Ms. Rotherham.

F. Public Works Director

1. Public Works Monthly Report

Mr. Bate and Ms. Nolf both thanked Mr. Henshaw and the Public Works Department for all of their hard work.

Motion made by John Bate, seconded by Gail Nolf, to receive the Public Works Monthly Report. Motion carried 7-0.

G. Zoning/Codes Officer- None

H. Fire Chief- None

I. Emergency Management

Mr. Bate thanked all departments for the good communication during the snow storms.

Mr. Bate advised that there is a new Emergency Management Plan for 1050 Main Street available in the Caucus Room.

IX. Unfinished Business

1. Discussion on Space Needs Studies

Mr. Rieger- The Space Needs Studies were brought up at the February 18, 2014, meeting. Council consensus was that the project is not attainable in its current form. It has been suggested to create a committee. Mr. Staffieri and Mr. Pampanin have expressed interest.

Mrs. Hartranft- In addition to Council, I would like to have Mr. Henshaw, Chief Shupp, a member of the Planning Commission, Mr. Smith, and I on the Committee.

Mr. Bate- I feel that we should work on a plan and have a clear direction before bringing in the engineer.

Motion made by Gail Nolf, seconded by John Bate, to appoint Mr. Bate, Mr. Staffieri, Mr. Pampanin, Mr. Henshaw, Chief Shupp, Mrs. Hartranft, Mr. Smith, and a member of the Planning Commission to the Committee. Motion carried 7-0.

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Richard Staffieri, seconded by Joseph Pampanin, to approve the payments. Motion carried 7-0.

2. Adoption of Ordinance 772, Floodplain Ordinance- Council Action

Mr. Corriere- This ordinance was required due to FEMA updating the flood insurance maps.

Mrs. Hartranft- This ordinance was duly advertised February 22, 2014.

Motion made by John Bate, seconded by Richard Staffieri, to adopt Ordinance 772. Motion carried 7-0.

3. Adoption of Resolution 14-08, Participation in the Northampton County Municipal Park Acquisition and Development Program- Council Action

Mrs. Hartranft- The Borough will be applying for a \$99,000.00 Phase II Open Space Grant for park development. The grant will be used as a funding source for the Water Street Park project. We have not heard on the Monroe County Gaming grant to date.

Motion made by Gail Nolf, seconded by Joseph Pampanin, to adopt Resolution 14-08. Motion carried 7-0.

4. Discussion on Harris Street Bridge- Council Action

This item was to be discussed in Executive Session.

5. Appointment of Solicitor for Civil Service Commission- Council Action

Mrs. Hartranft- There was a change in the Borough Code with allows for a Solicitor to be appointed to the Civil Service Commission. The Civil Service Commission is recommending that David Backenstoe be appointed Solicitor at a rate not to exceed \$150.00 per hour.

Mr. Rieger- This would be on an as needed basis. He would not have to attend every meeting.

Mr. Staffieri- I feel the Solicitor should attend every meeting in case an issue arises.

Motion made by Richard Staffieri, seconded by Joseph Pampanin, to appoint David Backenstoe as Solicitor for the Civil Service Commission and to have Mr. Backenstoe attend all meetings of the Civil Service Commission. Motion carried 7-0.

6. Approval of Special Event Request for Red Door Early Learning Center's Annual Race for Education, April 25, 2014, from 7:30 a.m. to 3:00 p.m.- Council Action

Motion made by John Bate, seconded by Richard Staffieri, to approve the Special Event Request for the Annual Race for Education. Motion carried 7-0.

7. Approval of Special Event Request for St. Theresa's Walkathon, April 24, 2014, from 9:00 a.m. until 11:15 a.m.- Council Action

Motion made by John Bate, seconded by Gail Nolf, to approve the Special Event for St. Theresa's Walkathon. Motion carried 7-0.

8. Acknowledgement of Hellertown Royal's Request to Use East End Field

Motion made by Gail Nolf, seconded by Richard Staffieri, to acknowledge receipt of request to use field pending all necessary paperwork and payment of user fees. Motion carried 7-0.

9. Approval of Request to Donate a Family Pool Pass to Hellertown Police Association's Vera Bradley/Longaberger Basket Bingo, March 23, 2014- Council Action

Motion made by Gail Nolf, seconded by Michael McKenna, to approve the donation of a Family Pool Pass to the Hellertown Police Association's event. Motion carried 7-0.

10. Approval of Request to Donate a Family Pool Pass to Saucon Valley Community Center's Ice Cream Social and Silent Auction- Council Action

Motion made by John Bate, seconded by Joseph Pampanin, to approve the donation of a Family Pool Pass to the Saucon Valley Community Center's Ice Cream Social and Silent Auction. Motion carried 7-0.

11. Authorization to Send Outstanding 2013 Real Estate/Fire Taxes to Northampton County Tax Claim- Council Action

Motion made by John Bate, seconded by Joseph Pampanin, to authorize all 2013 outstanding Real Estate/Fire Taxes turned over to Northampton County Tax Claim.

Mrs. Hartranft- The total outstanding 2013 Real Estate/Fire Taxes are \$75,011.61.

Motion carried 7-0.

12. Authorization to Send Outstanding 2013 Garbage/Recycling Assessments to Creditech- Council Action

Motion made by John Bate, seconded by Michael McKenna, to authorize that all outstanding 2013 Garbage/Recycling Assessments be turned over to Creditech.

Mrs. Hartranft- The total outstanding 2013 Garbage is \$39,935.71. The total outstanding 2103 Recycling is \$11,071.51.

Motion carried 7-0.

13. Discussion on Police Officer Heart & Lung Benefits

Motion made by Thomas Rieger, seconded by Joseph Pampanin, to adjourn to Executive Session at 7:43 p.m. Motion carried 7-0.

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

Motion made by Richard Staffieri, seconded by John Bate, to reconvene the meeting at 8:02 p.m. Motion carried 7-0.

Motion made by Joseph Pampanin, seconded by John Bate, to terminate the Heart & Lung benefits of Sgt. Rick Folland. Motion carried 7-0.

Motion made by Joseph Pampanin, seconded by John Bate, to appoint Jeffrey Stuart as special counsel to the Police Pension Board. Motion carried 7-0.

XI. Announcements

Mr. Rieger- The Chamber Banquet will be held March 27, 2014.

Mr. Bate- Dewey EMS will not be pursuing the grant application for the vehicle due to unrealistic quotes. We will be reapplying.

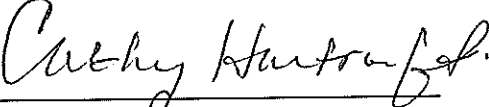
Mr. Rieger- Sandra Fellin has announced her retirement.

XII. Executive Session- None

XIII. Adjournment

Motion made by Richard Staffieri, seconded by Joseph Pampanin, to adjourn the meeting at 8:05 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 17th Day of March 2014.



Borough Secretary