

Borough of Hellertown
Council Meeting Minutes
Monday, April 6, 2015

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

II. Pledge - All

III. Roll Call – Cathy Hartranft

John Bate-	Absent with prior notification
James Hill-	Present
Michael McKenna-	Present
Joseph Pampanin-	Absent with prior notification
Herbert Payung-	Present
Thomas Rieger-	Present
Richard Staffieri-	Present
Mayor Fluck-	Absent with prior notification

Also in attendance were Cathy Hartranft, Mike Corriere, Bryan Smith, Kris Russo, Tom Henshaw, Angie Bauer, and Junior Council Persons Nicole Payung and Richard Weddigen.

IV. Adoption of Meeting Agendum

Motion made by Richard Staffieri, seconded by Michael McKenna, to approve the meeting agendum as written. Motion carried 4-0.

V. Approval of Meeting Minutes

A. Monday, March 16, 2015, Meeting Minutes

Motion made by Richard Staffieri, seconded by Herbert Payung, to approve the March 16, 2015, Meeting Minutes as written. Motion carried 4-0.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Christopher Cap- Executive Director of PSAB

Mr. Cap commended Council for participating in the Junior Council Program.

Junior Councilpersons Nicole Payung and Richard Weddigan were presented with plaques that read as follows:

The Distinguished Junior Councilperson Award is presented to Nicole Payung and Richard Weddigan, before Hellertown Borough Council on April 6, 2015. Congratulations on being recognized by PSAB and Hellertown Borough Council as an exceptional youth leader. Your participation in Borough government decision making is very much appreciated and has positively impacted your community. The PSAB is proud to acknowledge your dedication and encourage your continued growth as a local leader.

B. Agenda Items- None

C. Non-agenda Items

Carol Ravier, 1215 2nd Avenue, brought to Council's attention the deteriorating road conditions on 2nd Avenue, Clarke Street, and Linden Avenue and requested those roads identified are included in the 2015 paving project.

Mrs. Hartranft relayed that the Public Works Department has identified and prioritized the areas in need of repair. Currently, the Borough receives \$139,000.00 for Liquid Fuels.

Mr. Henshaw noted that UGI will be fixing Linden Street in the spring.

Mr. Rieger suggested that Council should look into allocating more funds into street repair in the next budget session.

VII. Reports from Elected Officials

A. President

Mr. Rieger requested an Executive Session to discuss personnel matters.

Mr. Rieger- There is a possibility that the Borough may need to contract out the paving project. Lower Saucon cannot help us until the fall and the Borough will already have begun the leaf schedule and lost all of the summer help.

Motion made by Michael McKenna, seconded by Herbert Payung, to authorize staff to bid the paving project.

Mrs. Hartranft- Mr. Henshaw and myself met with Jeff Rohrbach from PennDOT. The Public Works Department has compiled a list of streets in need of repair. The worst eight streets are Wagner, Rieger, Burkhardt, Bleyler, Ellen, Henry, Spruce, and Ackerman. Liquid Fuels currently has \$163,000.00 and Public Works might be able to complete some of the prep work.

Mr. Rieger would like to get the bid packages back by May 1, 2015.

Motion carried 4-0.

I would like to extend my congratulations to the Junior Councilpersons for their recognition from PSAB.

The 93rd Annual Chamber Banquet was held honoring Frey's Better Food and David Heintzleman. Council was well represented.

B. Mayor- None

C. Council- None

D. Junior Council Reports- None

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith noted the construction has started at Water Street Park.

The CDBG grant application has been prepared and will need authorization from Council for the Council President to execute the grant application. The scope of the 2015 application includes ADA ramps at the intersection of Saucon and Harris Streets, and Saucon and Front Streets. Curb bump outs will be installed on Front Street. A ramped sidewalk with railing will be constructed on the south side of Saucon Street to connect Front Street to the Saucon Rail Trail.

C. Solicitor

Mr. Corriere spoke with Attorney Weiner regarding Saucon Valley Manor. They intend to proceed with the project and will be making a presentation to Council at the May 4, 2015, meeting.

The deed for Water Street Park has been completed and will need Council authorization for the Council President to execute the deed.

Motion made by Herbert Payung, seconded by Michael McKenna, to allow Mr. Rieger to execute the deed on Council's behalf.

Is still waiting on the cost estimate for 33 Penn Street and 708 Main Street to finalize the Improvement and Maintenance Agreement.

D. Manager

Mrs. Hartranft- The 2014 Audit has been completed. There will be a meeting on April 27, 2015, to review with the auditors.

The Saucon Valley Compost Center will be opening April 11, 2015.

E. Chief of Police

Chief Shupp was absent from the meeting with prior notification.

F. Public Works Director

Mr. Henshaw related the lower Grist Mill Pond has been filled in. There will need to be some minor adjustments prior to laying the top soil and seeding.

G. Zoning/Codes Officer-None

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business- None

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Richard Staffieri, seconded by Herbert Payung, to approve the payments. Motion carried 4-0.

2. Adoption of Ordinance 798, Authorization to Purchase Sweeper-
Council Action

Mrs. Hartranft- Ordinance 798 is authorizing the signature of loan documents for the street sweeper. The loan is for \$140,000.00.

Motion made by Michael McKenna, seconded by Herbert Payung, to adopt Ordinance 798. Motion carried 4-0

3. Authorization to Advertise Second Notice for Purchase of Sweeper-
Council Action

Mrs. Hartranft- DCED requires verification that the ordinance was enacted so we need to advertise a second notice.

Motion made by Richard Staffieri, seconded by Richard Staffieri, to authorize the Second Notice to verify that the ordinance was enacted. Motion carried 4-0.

4. Approval of Proposals from Joshua Tree- Council Action

1. Street Trees in the amount of \$2,743.00
2. Lawn Maintenance in the Amount of \$10,124.40

Mr. Henshaw- The shade tree package takes care of the trees in the parks, playground, and Borough Hall. The Lawn Maintenance Package includes the weed and feed and grub control.

Motion made by Richard Staffieri, seconded by Michael McKenna, to approve the Street Tree proposal in the amount of \$2,743
Motion carried 4-0.

Motion made by Richard Staffieri, seconded by Michael McKenna, to approve the Lawn Maintenance proposal in the amount of \$10,124.40. Motion carried 4-0.

5. Approval of Special Event Request for Red Door Early Learning Center Race-for-Education, Walkathon, and carnival, May 15, 2015- Council Action

Motion made by Herbert Payung, seconded by Richard Staffieri, to approve agenda items #5, #6, #7, #8, #9, #10, #11, and #12.
Motion carried 4-0

6. Approval of Special Event Request for Movies in the Park, August 21 and 28, 2015- Council Action

This item was approved by a prior motion.

7. Approval of Special Event and Banner Request for Relay for Life, May 15-16, 2015- Council Action

This item was approved by a prior motion.

8. Approval of Users' Agreement for Saucon Valley Youth Sports-
Council Action

This item was approved by a prior motion.

9. Approval of Users' Agreement for Saucon Valley Lacrosse
Organization- Council Action

This item was approved by a prior motion.

10. Approval of Users' Agreement for Hellertown Royal, Contingent Upon
Receipt of Certificate of Insurance- Council Action

This item was approved by prior motion.

11. Approval of Street Banner Request for Saucon Valley Gem Show-
Council Action

This item was approved by a prior motion.

12. Approval of Street Banner Request for Saucon Valley Community
Center Ice Cream Social- Council Action

This item was approved by a prior motion.

XI Announcements- None

XII. Executive Session

Motion made by Richard Staffieri, seconded by Herbert Payung, to adjourn to Executive Session as 7:31 p.m.

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

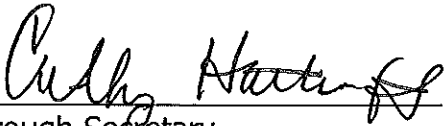
Council reconvened from Executive Session at 8:00 p.m. Mr. Corriere reiterated that the Executive Session was held to discuss personnel matters.

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XIII. Adjournment

Motion made by Richard Staffieri, seconded by Herbert Payung, to adjourn the meeting at 8:01 p.m. Motion carried 4-0.

Adopted by the Hellertown Borough Council this 20th Day of April 2015.


Borough Secretary