

Borough of Hellertown
Council Meeting Minutes
Tuesday, September 6, 2016

An Executive Session was held prior to tonight's meeting to discuss police contract negotiations.

I. Call to Order – Thomas Rieger, 7:03 p.m.

II. Pledge - All

III. Roll Call – Cathy Hartranft

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

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

IV. Adoption of Meeting Agendum

Motion made by Philip Weber, seconded by Michael McKenna, to approve the meeting agendum as written with moving New Business #8 to Pre-Schedule Appearances. Motion carried 6-0.

V. Approval of Meeting Minutes

A. August 15, 2016, Meeting Minutes

Motion made by Philip Weber, seconded by Michael McKenna, to approve the August 15, 2016, Meeting Minutes as written. Motion carried 6-0.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Ken Rampolla and Robert Grim, Lost Tavern Brewing

Mr. Grim- On November 20, 2016, we would like to hold an event in conjunction with Penn State's THON to raise money for cancer. We are looking to close off Hampton Street. There are bands that have agreed to donate their time to event. Currently, we are only selling our beverages but we may partner with South Italy Imports to have wine tastings available.

Mr. Rampolla- A portion of each sale will go towards the Lehigh Valley Penn State Campus. Lost Tavern Brewing will be obtaining a special event liquor license.

Chief Shupp inquired how many people they were expecting to attend?

Mr. Rampolla- We are figuring about 500-700 people throughout the day. We had discussed breaking the day into two sessions to help with the lack of parking.

Motion made by Philip Weber, seconded by Michael McKenna, to give Mrs. Hartranft a copy of letter to go to neighbor's door, gather parking commitments, and come back before Council at the next meeting. Motion carried 6-0.

B. Agenda Items- None

C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger- It was another successful Community Day. The Borough dedicated the Cawley Memorial. Thank you to all who helped.

B. Mayor

Mayor Fluck was not present for the meeting.

C. Council

Mr. Weber- The Police Pension Board held a meeting prior to tonight's Council Meeting.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith only had agenda items to discuss.

C. Solicitor

Mr. Corriere only had agenda items to discuss.

D. Manager

Mrs. Hartranft requested an Executive Session

Mrs. Hartranft- AMS has completed the oil and chip project. Bracalente will be coming within the next two weeks to complete the paving.

Mr. Russo, Mr. McKenna, and I attended the LVPC presentation on medical marijuana grower/operators and dispensaries. Pennsylvania has a certain number of licenses to issue. Municipalities cannot exclude the growers or dispensaries from their zoning. The LVPC has developed a model ordinance and I would like to send that to our Planning Commission for review and discussion.

Motion made by Michael McKenna, seconded by Philip Weber, to have the Planning Commission review the model ordinance. Motion carried 6-0.

E. Chief of Police

Chief Shupp- Please remember that school is back in session and to stop for the buses. The speed sign has been moved to Depot Street.

The 412 project is continuing and the contractor will begin milling the roads. There will be traffic issues so please allow extra travel time.

Mrs. Hartranft- Currently Bethlehem is responsible for the traffic light at Kiernan Avenue and the Borough is responsible for the signal at Kichline Avenue. Bethlehem has agreed to take over the maintenance of the light at Kichline Avenue as well. The Borough will still be responsible to pay the electric costs. A formal agreement is being worked on.

F. Public Works Director

1. Announcement of 2016 Fall Yard Waste Collection

Mr. Henshaw- The Fall Yard Waste Collection will be held the week of September 26, 2016, on the normal garbage collection days.

Grinding at the Compost Center will be completed next week.

G. Zoning/Codes Officer

1. Monthly Report

Motion made by Philip Weber, seconded by John Bate, 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

1. Discussion on Repairs to Maple/Willow Road Drainage Swale

Mr. Corriere- I spoke with Stacy from Verizon. She offered to come in later this week to discuss with staff regarding assisting the Borough.

Motion made by Earl Hill to table until the September 19, 2016, meeting. Motion carried 6-0.

2. Discussion on Additional Funding Requirement for the Main and Water Street Kiosk- Council Action

Mrs. Hartranft- The Borough is short \$3,200.00 to purchase the kiosk. The Borough has received a number of donations made by relatives of deceased residents. Staff would like to use those funds to make up the difference.

Mr. Payung- I cannot rationalize spending tax money on the kiosk. It is a nicety rather than a need.

Mr. Weber- The kiosk was always in the plan and should have been done a long time ago.

Motion made by Philip Weber to table until the September 19, 2016, meeting to have a full council present.

Roll Call

Earl Hill-	No
James Hill-	No
Michael McKenna-	Yes
Herbert Payung-	No
Thomas Rieger-	Yes
Philip Weber-	Yes

Motion was defeated but since there was a tie this matter will come back before Council at the September 19, 2016, meeting.

3. Approval of Request for Time Extension to Build for 30-32 West Clarke Street- Council Action

Mr. Corriere- Mr. Guro was granted approval several years ago. He would like an extension to December 31. The state act would provide a longer time. The cost estimate should be modified.

Mr. Russo- Mr. Guro is aware of the possible increase in the public improvements escrow..

Motion made by Michael McKenna, seconded by Philip Weber, to accept the request for time extension as presented with the increase in escrow. Motion carried 6-0.

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Philip Weber, seconded by Herbert Payung, to approve the payment of bills. Motion carried 6-0.

2. Adoption of Resolution 16-18, Grant Application for Dimmick Park Playground Repairs and Cost Estimate- Council Action

Mr. Rieger- This resolution authorizes Mrs. Hartranft to sign a Monroe County Grant for playground upgrades.

Motion made by Philip Weber, seconded by Herbert Payung, to adopt Resolution 16-18. Motion carried 6-0.

3. Review and Approval of 2015 Financial Statement and Annual Audit- Council Action

Mrs. Hartranft reviewed key points of the financial statement and audit.

Mrs. Hartranft- One recommendation that we received was to have someone other than the Finance Manager open the bank statements so I will open and initial the statements and Ms. Krasnansky will do the reconciliation.

Motion made by Michael McKenna, seconded by Philip Weber, to accept the 2015 Financial Statements and Audit as presented. Motion carried 6-0.

4. 2017 Non-Uniform Employees' Pension Plan Minimum Municipal Obligation- Council Action

Mrs. Hartranft- The 2017 Non-Uniform requirement is \$21,450.00 which should be covered by state aid and contributions.

Motion made by Earl Hill, seconded by Philip Weber, to approve the 2017 Non-Uniform Employees' Pension Plan Minimum Municipal Obligation. Motion carried 6-0.

5. 2017 Uniform Employees' Pension Plan Minimum Municipal Obligation- Council Action

Mr. Corriere- The \$49,084.60 requirement will be covered by state aid.

Motion made by Michael McKenna, seconded by Philip Weber, to approve the 2017 Uniform Employees' Pension Plan Minimum Municipal Obligation. Motion carried 6-0.

6. Acceptance of Robert Lipp's Retirement- Council Action

Motion made by Philip Weber, seconded by Michael McKenna, to accept Robert Lipp's retirement as of September 30, 2016, with appreciation. Motion carried 6-0.

7. Discussion on Saucon Crossroads Hotel Deed- Council Action

Mike Procop, Esq. was representing Ray Matey.

There is an issue concerning the small lot. The Assessment Office connected the lot to the residence rather than the parking lot which is what it is used for. We would like permission to correct the error and have the lot merged with the other parking area lots. We have no problem merging it all into one tax parcel.

Motion made by Philip Weber, seconded by James Hill, to allow the change.

Mr. Smith recommended doing a consolidation plan and bring the plan before Council.

Motion carried 6-0.

8. Approval of Special Event Request for THON Fundraising Event at Lost Tavern Brewing on November 20, 2016- Council Action

This item was completed under Pre-Scheduled Appearances.

9. Approval of Special Event Request for St. Theresa's Annual Family Picnic, September 11, 2016, and Request for Road Closure- Council Action

Chief Shupp- I have no issues with their request. They should plan on a detour route and coordinate with Mr. Henshaw for barricades.

Motion made by Philip Weber, seconded by Michael McKenna, to approve the Special Event Request and request for road closure. Applicant should provide notice to the neighboring residents. Motion carried 6-0.

XI Announcements- None

XII. Executive Session

Motion made by Philip Weber, seconded by Michael McKenna, to adjourn to Executive Session at 8:08 p.m. Motion carried 6-0.

Mr. Corriere advised that the Executive Session is being held to discuss uniform and non-uniform personnel matters.


Council reconvened from Executive Session at 8:50 p.m. Mr. Corriere reiterated that the Executive Session was being held to discuss personnel matters.

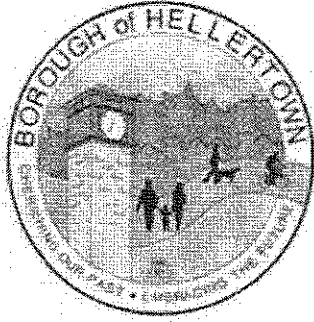
Motion made by Michael McKenna, seconded by Herbert Payung, Borough Council having reviewed the recommendation by the Hellertown Police Pension Board to allow the estate of Officer Deleone to purchase 1.25 years of military service pursuant to Section 3.3 of the Hellertown Police Pension ordinance and based on review of Act 600 Borough Council hereby denies the request to allow the estate to purchase 1.25 years of military service. The language of Act 600 is unclear and does not specifically allow the estate to make the purchase on behalf of the deceased officer. Motion carried 6-0.

XIII. Adjournment

Motion made by Earl Hill, seconded by Herbert Payung, to adjourn the meeting at 8:55 p.m. Motion carried 6-0.

Adopted by the Hellertown Borough Council this 19th Day of September 2016.


Borough Secretary



BOROUGH OF HELLERTOWN

Zoning and Codes Office

685 Main Street

Hellertown, Pennsylvania 18055-1745

Hellertownborough.org

610-838-7041 * Fax 610-838-0500

2016 Monthly Report Aug 11-Sep 13

Local Permits Issued:	13
BIA Permits Issued:	13
Sidewalk Inspections:	15
Residential Rental Inspections:	1
Fire Inspections:	0
Service Requests/Complaints	11

Citations:

Planning Commission activity: 818 Main St façade grant application: Applicant will come back in September with revised estimates.

ZHB activity:

Meetings/Classes attended:
2 Borough Council
0 Z.H.B.
1 Planning Commission

Court Appearances: 0

Other Information:

Business Activity: -Kindred Spirit (Water St.) is looking to expand into the shopping center across the street. She will offer psychic readings, meditation and small group activities.

-A Chinese takeout restaurant is looking to occupy 1184 Main St.(Where the cash for gold business was previously located). They go before PC 9/13/16

**Borough of Hellertown
Monthly Permit Report**

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FOR PERMITS ISSUED BETWEEN 8/11/2016 AND 9/13/2016

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
8/11/2016	Z-160472	SHOUP-ERNEY, KIMBERLEE K ET AL	462 FRONT ST	Q7SW3A-1-1	\$3,500.00	\$75.00
	Zoning	Fence				
8/16/2016	O-160479	MAJOR MOTORS OF PENNSYLVANIA	468 FRONT ST	Q7SW2D-7-2	\$0.00	\$50.00
	Compliance	Full-Commercial				
8/16/2016	D-160481	CASILIO, JOSEPH And MEGAN A,	886 NEW YORK AVE	Q7SW2C-5-2	\$0.00	\$75.00
	Dumpster	New Dumpster/POD Permit				
8/23/2016	Z-160491	ZIEGLER, GERALD KIM,	38 HAMPTON AVE	Q7SW2D-3-1	\$1,500.00	\$50.00
	Zoning	Sidewalk				
8/26/2016	T-160499	Edward Jones,			\$0.00	\$100.00
	Transient	Transient Retail License				
8/26/2016	D-160496	G H REAL HOLDINGS INC,	1339-41 MAIN ST	Q7NW3A-12-10	\$0.00	\$75.00
	Dumpster	New Dumpster/POD Permit				
8/30/2016	O-160505	ADAMS, DIANE R c/o DIANE R MORRI	1422 MAIN ST	Q7NW3A-8-6	\$0.00	\$50.00
	Compliance	Full-Commercial				
9/1/2016	T-160513	Power Home Remodeling,			\$0.00	\$100.00
	Transient	Door to Door				
9/6/2016	M-160517	Peculiar Culinary Co.,			\$0.00	\$25.00
	MobileFood	Mobile Food License				
9/7/2016	Z-160519	GELETA, SHIRLEY A,	920 MAGNOLIA RD	Q7SE4A-11-1	\$7,500.00	\$100.00
	Zoning	Sidewalk				
9/7/2016	D-160520	HOLDERNESS, CHRISTINE,	135 LINDEN AVE	Q7NW3D-6-5	\$0.00	\$75.00
	Dumpster	New Dumpster/POD Permit				
9/9/2016	Y-160532	MARIC, NICHOLAS S And JUDITH A	903 EASTON RD	Q7SW2B-12-7	\$0.00	\$25.00
	Shade	Removal				
9/13/2016	Z-160541	HART, ANDREA,	1180 1ST AVE	Q7NW3D-9-1	\$2,120.00	\$50.00
	Zoning	Sidewalk				

TOTAL NUMBER OF PERMITS: 13
TOTAL ESTIMATED VALUE: \$14,620.00
TOTAL PERMIT FEES: \$850.00

Summary by Type

2 Commercial

**Borough of Hellertown
Monthly Permit Report**

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FOR PERMITS ISSUED BETWEEN 8/11/2016 AND 9/13/2016

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
8/22/2016	E-160487	HUBER, JONATHAN, Elect Service upgrade	1550 BURKHARDT ST	Q7NW2D-12-3	\$250.00	\$86.00
8/22/2016	E-160486	KEUTMANN, KAREN J And DONNA Elect Service Upgrade/Kitchen Remodel	445 BIRCH RD	Q7SE1D-5-16	\$6,877.00	\$139.00
8/30/2016	F-160503	BURGOS, NANCY And KIMBERLY, Roof New Roof-Residential	114 NEW ST	Q7SW3D-3-9	\$2,700.00	\$79.00
8/30/2016	E-160504	RUSS, JENNIFER L, Elect Service Upgrade	827 POPLAR RD	Q7SE4A-10-4	\$2,377.00	\$119.00
8/30/2016	E-160502	KOZLOWSKI, IRENE R And KOEHLE Elect new service, parking lot lights	85 DIVISION ST	Q7SW2D-3-11	\$10,000.00	\$94.00
9/1/2016	F-160509	KLEIBSCHEIDEL, JEFFREY A And L Roof New Roof-Residential	1086 NEW YORK AVE	Q7SW2B-5-1A	\$7,759.00	\$79.00
9/1/2016	F-160508	DAWSON, JAMES E JR And ROTHE Roof New Roof-Residential	761 FRONT ST	Q7SW2D-3-12	\$5,200.00	\$79.00
9/8/2016	F-160529	LATASSA, FRANK, Roof New Roof-Residential	620 NORTHAMPTON ST	Q7SW2D-9-2C-	\$3,920.00	\$79.00
9/8/2016	E-160530	HUNSICKER-MORRISSEY, ANN L, Elect Commercial Lighting	1213 MAIN ST	Q7NW3D-5-9	\$11,600.00	\$64.00
9/13/2016	P-160538	WOLFE E A LLC, Plumbing Commercial	725 EASTON RD	Q7SW2D-6-7	\$0.00	\$104.00
9/13/2016	M-160537	WOLFE E A LLC, Mechanical MiniSplit Install	725 EASTON RD	Q7SW2D-6-7	\$4,800.00	\$104.00
9/13/2016	E-160536	WOLFE E A LLC, Elect Fit Out	725 EASTON RD	Q7SW2D-6-7	\$4,000.00	\$119.00
9/13/2016	B-160535	WOLFE E A LLC, Build Repair/Renovation-Commercial	725 EASTON RD	Q7SW2D-6-7	\$13,000.00	\$129.00

TOTAL NUMBER OF PERMITS: 13
TOTAL ESTIMATED VALUE: \$72,483.00
TOTAL PERMIT FEES: \$1,274.00

Summary by Type

5 Commercial
4 Residential

**Borough of Hellertown
Monthly Permit Report**

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FOR PERMITS ISSUED BETWEEN 8/11/2016 AND 9/13/2016

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
8/12/2016	S-160474 SideInsp	FLUCK, JAMES R JR, Sidewalk And Curb Inspection Application	1643 ZIMPFER LN	Q7NW2C-4-1A	\$0.00 \$25.00
8/15/2016	S-160476 SideInsp	HAMPTON, CHARLES S And PATRIC Sidewalk And Curb Inspection Application	920 EASTON RD	Q7SW2B-11-4	\$0.00 \$25.00
8/17/2016	S-160483 SideInsp	GANSSE, ELDON C, Sidewalk And Curb Inspection Application	159 NORTHAMPTON ST	Q7SW3C-2-13	\$0.00 \$25.00
8/19/2016	S-160485 SideInsp	FINCK FREDERICK C And WYNN KA Sidewalk And Curb Inspection Application	839 JUNIPER RD	Q7SE1D-1-18	\$0.00 \$25.00
8/24/2016	S-160494 SideInsp	CRACKER CAT LP, Sidewalk And Curb Inspection Application	1100 2ND AVE	Q7NW3D-10-6	\$0.00 \$25.00
8/29/2016	S-160501 SideInsp	SWENSON, SEAN And JESSICA, Sidewalk And Curb Inspection Application	807 MAIN ST	Q7SW2D-4-19	\$0.00 \$25.00
8/29/2016	S-160500 SideInsp	ALBRIGHT, SUZANNE M, Sidewalk And Curb Inspection Application	851 ELM RD	Q7SE4A-11-3K	\$0.00 \$25.00
8/31/2016	S-160507 SideInsp	BELTZ, SUZANNAH K, Sidewalk And Curb Inspection Application	1645 BURKHARDT ST	Q7NW2D-9-5	\$0.00 \$25.00
8/31/2016	S-160506 SideInsp	TIDD, DAVID W And VERA L, Sidewalk And Curb Inspection Application	1455 DETWEILER AVE	Q7NW3B-8-1C	\$0.00 \$25.00
9/6/2016	S-160516 SideInsp	CUNNINGHAM, LUKE And CHRISTIN Sidewalk And Curb Inspection Application	420 MAPLE RD	Q7SE4A-4-2	\$0.00 \$25.00
9/6/2016	S-160514 SideInsp	NASTASEE, ANTHONY And ELIZAB Sidewalk And Curb Inspection Application	172 FRONT ST	Q7SW3D-1-1A	\$0.00 \$25.00
9/7/2016	S-160518 SideInsp	HART, ANDREA, Sidewalk And Curb Inspection Application	1180 1ST AVE	Q7NW3D-9-1	\$0.00 \$25.00
9/9/2016	S-160533 SideInsp	SCHRANTZ, ARTHUR L And LOUISA Sidewalk And Curb Inspection Application	803 WILLOW RD	Q7SE4D-5-3	\$0.00 \$25.00
9/13/2016	S-160540 SideInsp	TRAPP, GLENN A And CHRISTINE J, Sidewalk And Curb Inspection Application	170 FRONT ST	Q7SW3D-1-1B	\$0.00 \$25.00
9/13/2016	S-160539 SideInsp	GERONI, JERRY And MELISSA, Sidewalk And Curb Inspection Application	725 NORTHAMPTON ST	Q7SW2C-4-11	\$0.00 \$25.00

Borough of Hellertown
Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 8/11/2016 AND 9/13/2016

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
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TOTAL NUMBER OF PERMITS:	15
TOTAL ESTIMATED VALUE:	\$0.00
TOTAL PERMIT FEES:	\$375.00

Summary by Type

Inspections Performed

Borough of Hellertown

Time	Address	Description	Permit	Desc Work	TicketNo	Schedule Notes
Kris Russo						
08/11/2016	1439 MAIN ST	Sidewalk & Curb Inspectio	S-160463	Sidewalk And Curb Inspection Appl	683	RESULT: Pass
08/11/2016	890 NEW JERSEY AVE	Sidewalk & Curb Inspectio	S-160468	Sidewalk And Curb Inspection Appl	684	RESULT: Pass
08/12/2016	318 MAGNOLIA RD	Sidewalk & Curb Inspectio	S-160467	Sidewalk And Curb Inspection Appl	685	RESULT: Fail
08/16/2016	486 JUNIPER RD	Sidewalk & Curb Inspectio	S-160416	Sidewalk And Curb Inspection Appl	686	RESULT: Pass
08/16/2016	920 EASTON RD	Sidewalk & Curb Inspectio	S-160476	Sidewalk And Curb Inspection Appl	687	RESULT: Pass
08/17/2016	1643 ZIMPFER LN	Sidewalk & Curb Inspectio	S-160474	Sidewalk And Curb Inspection Appl	688	RESULT: Pass
08/23/2016	570 TOBIAS DR	Sidewalk & Curb Inspectio	S-160434	Sidewalk And Curb Inspection Appl	689	RESULT: Pass
08/24/2016	159 NORTHAMPTON ST	Sidewalk & Curb Inspectio	S-160483	Sidewalk And Curb Inspection Appl	691	RESULT: Pass
08/24/2016	839 JUNIPER RD	Sidewalk & Curb Inspectio	S-160485	Sidewalk And Curb Inspection Appl	690	RESULT: Pass
08/26/2016	754 EASTON RD	Rental Inspection	R-160438	Rental Permit	693	Sched: RESULT: Pass
08/26/2016	1100 2ND AVE	Sidewalk & Curb Inspectio	S-160494	Sidewalk And Curb Inspection Appl	692	RESULT: Pass
08/30/2016	741-43 MAIN ST	Final Inspection	Z-160151	Sign Permit	695	Sched: RESULT: Pass
08/30/2016	1059 EASTON RD	Final Inspection	Z-160207	Deck	698	Sched: RESULT: Pass
08/30/2016	1059 EASTON RD	Final Inspection	Z-160250	Concrete Work for Hot Tub	697	Sched: RESULT: Pass
08/30/2016	1603 MAIN ST	Final Inspection	Z-160252	Swimming Pool	696	Sched: RESULT: Pass
08/31/2016	851 ELM RD	Sidewalk & Curb Inspectio	S-160500	Sidewalk And Curb Inspection Appl	699	RESULT: Pass
08/31/2016	807 MAIN ST	Sidewalk & Curb Inspectio	S-160501	Sidewalk And Curb Inspection Appl	700	RESULT: Pass
09/01/2016	1455 DETWEILER AVE	Sidewalk & Curb Inspectio	S-160506	Sidewalk And Curb Inspection Appl	702	RESULT: Pass
09/01/2016	1645 BURKHARDT ST	Sidewalk & Curb Inspectio	S-160507	Sidewalk And Curb Inspection Appl	701	RESULT: Pass
09/07/2016	1180 1ST AVE	Sidewalk & Curb Inspectio	S-160518	Sidewalk And Curb Inspection Appl	703	RESULT: Fail
09/09/2016	172 FRONT ST	Sidewalk & Curb Inspectio	S-160514	Sidewalk And Curb Inspection Appl	704	RESULT: Pass
09/09/2016	420 MAPLE RD	Sidewalk & Curb Inspectio	S-160516	Sidewalk And Curb Inspection Appl	705	RESULT: Pass
09/13/2016	803 WILLOW RD	Sidewalk & Curb Inspectio	S-160533	Sidewalk And Curb Inspection Appl	708	RESULT: Fail
09/13/2016	725 NORTHAMPTON ST	Sidewalk & Curb Inspectio	S-160539	Sidewalk And Curb Inspection Appl	707	RESULT: Pass
09/13/2016	170 FRONT ST	Sidewalk & Curb Inspectio	S-160540	Sidewalk And Curb Inspection Appl	706	RESULT: Pass

This Inspector Performed:

25

Total Number of Inspections Performed:

25

Filter Criteria: ID starts with: Task = Status = Parcel ID starts with: Assigned # =
 Owner starts with: Address is like: Dept =
 Start Date is between: 9/11/2015 and: Due Date is between: and: Finish Date is between: and:

Service Request Filter List Borough of Hellertown

SR #	Task	Status	Dept	Description	Owner	Assigned
292	Prop	O	CODES	Tall grass	BARRON GERTRUDE M REV	KR
Address:	542 ELLEN ST			Parcel Id: Q7SW3C-5-6	Due: 8/16/2016	Finish: 8/23/2016
293	Prop	O	CODES	trees/bushes outgrown	BARRON GERTRUDE M REV	KR
Address:	542 ELLEN ST			Parcel Id: Q7SW3C-5-6	Due: 8/16/2016	Finish: 8/30/2016
294	Prop	O	CODES	rubbish in yard and tall grass	BANK OF AMERICA NA	KR
Address:	216 KICHLINE AVE			Parcel Id: Q7NW2D-5-3	Due: 8/17/2016	Finish: 9/12/2016
295	Prop	O	CODES	trees into oak St	JH HOLDINGS LLC	KR
Address:	30 BACHMAN ST			Parcel Id: Q7NW3D-8-1	Due: 8/17/2016	Finish: 8/31/2016
296	Prop	O	CODES	tall grass, trees into walkways	US BANK NATIONAL ASSOCI	KR
Address:	96 KIERNAN AVE			Parcel Id: Q7NW2D-7-35	Due: 8/17/2016	Finish: 9/1/2016
297	Prop	O	CODES	tall grass and pet waste	LEVIS SAMANTHA M	KR
Address:	951 BIRCH RD			Parcel Id: Q7SE1D-1-7	Due: 8/22/2016	Finish: 9/12/2016
298	Prop	O	CODES	tall grass	MOYER, MELISSA E	KR
Address:	903 BIRCH RD			Parcel Id: Q7SE1D-1-15	Due: 8/22/2016	Finish: 8/31/2016
299	Prop	O	CODES	tall grass weeds	BT STONEWOOD LONGRIDG	KR
Address:	0 STONEWOOD LN(LOT)			Parcel Id: Q7NW2C-4-5	Due: 8/23/2016	Finish: 9/12/2016
300	Prop	O	CODES	tall grass/weeds	GERHAB, GEORGE G	KR
Address:	332 CEDAR RD			Parcel Id: Q7SE4A-7-5	Due: 8/24/2016	Finish: 8/31/2016

Service Request Filter List

Borough of Hellertown

SR #	Task	Status	Dept	Description	Owner	Assigned
301	Prop	O	CODES	weeds	RAPP, ROBERT	KR
Address: 1437 COURTRIGHT ST						
Parcel Id: Q7NW3B-6-6 Start: 8/30/2016 Due: 9/9/2016 Finish:						
302	Prop	O	CODES	weeds/folet	MOYER, MELISSA E	KR

Address: 903 BIRCH RD Parcel Id: Q7SE1D-1-15 Start: 9/9/2016 Due: 9/19/2016 Finish:

Total Service Requests: 11

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

August 2016

This is the monthly report for the Hellertown Police Department from August 1st through August 31st, 2016.

During the month of August the Police received 413 calls for service. We did receive 2 Theft, 10 Domestic/Assault, 3 Criminal Mischief, and 15 traffic collision calls. We wrote 96 citations.

The Police Department filed 30 charges including 10 for Narcotics Possession, 8 for DUI, 3 for Theft, and 1 for Assault.

In the month of August we had our annual tent at community day which was received well. This year we handed out soccer balls and Frisbees as well as information on bike safety, identity theft and child car seat laws, we also did our child fingerprint identification packets for parents. Our officers are participating in the 7-11 operation chill, where an officer hands out a coupon for a free slurpee to any child seen displaying good behavior. Officer Fouts has almost completed his FTO training and has been doing a good job. Any questions just call or stop in.

Chief Robert Shupp III

**PUBLIC WORKS AND PARKS DEPARTMENT
MONTHLY REPORT
AUGUST 2016**

1 Activity Completed

Leveled, stoned and set Cawley memorial.
Cut and installed new plexiglas lenses and bulbs in lights around Dimmick restrooms.
Painted stop blocks, arrows and double yellow lines.
Hung Lion's Club sign at Vassi's.
Bid opening for paving work.
Swept Main St.as scheduled
Sickle bar work at Compost center, Trail and Thomas Iron Works.
Turned water on and delivered tools to Tumminello Park.
Trimmed trees and trimmed gutter lines on streets to be paved.
Pool shut down, empied filter bin, removed ladders,steps,guard platform, signage tables,diving board and benches.
Cleaned Plaza fountain and park fountain.
Cleaned trucks
Installed goalposts, moved bleachers and set out trash barrels for S.V.Y.S.A.
Removed Community Day banner.
Emptied splash pad pit and removed piping
Toured L.S.T. and Williams Twsp with Manager,Brian and Earl Hill.

2 Other

Stocked and cleaned restrooms at Water St. park and Dimmick daily.
Cleaned shops and lunch room weekly.
Released filters daily and backwashed weekly.
Removed 2 banners from Main St.
Emptied bin and pushed pile at Compost Center
Applied Round-up along fences and Durham St. guard rail.
Removed bunting from Borough Hall.
Replaced batteries in bucket truck.
Filled dog waste bags dispensers weekly.
Recycling and cardboard from Borough Hall to park weekly.
Cleaned catch basins as needed.
Removed dangerous signal head at north end off Trail.
Set up sprinkling system at Water St. park and watered.
Power washed Dimmick restrooms, Water St .park pavilion and Borough Hall entrance.
Snack stand food to S.V.Y.S.A. building.
Prepared paver, roller and water truck for paving.

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

Eliminated live wire to yellow pole at Pavilion.
Replaced toilet valve in second floor ladies room.
Tightened lock on men's room door at Water St. park.
Cleaned both headlight lenses on San. trucks.
Sign work around the Borough- faded or damaged.
Community Day, load, set up and clean up.
Trimmed and mulched Hellertown sign at Mountain Drive.
Winterized filter building and splash pad control room.
Scratch coated Second Ave.with paver.

4 NUMBER OF TIMES CALLED OUT AFTER WORKING HOURS

Snack stand break in on 8/21.

5 MEETINGS AND/OR TRAINING ATTENDED (ALL DEPARTMENT PERSONNEL)

Council Meetings
Meeting with Manager and Farmers Market team.
Met with Manager, Brian and Penndot at Water St. park.
Met with Manager on banner locations along Main St.
Met with Paul Swerman at Water St. park- boulder relocation.

6 COMPLAINTS

Trash truck operating too early.

7 OTHER

Cleaned restrooms daily.
Emptied trash barrels Mon. and Fri.
Cut cemetery weekly.
Cleared mill race and pond grates weekly.