

Borough of Hellertown
Council Meeting Minutes
Monday, September 15, 2014

I. Call to Order – Thomas Rieger, 7:02 p.m.

II. Pledge - All

III. Roll Call – Cathy Hartranft

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

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

IV. Adoption of Meeting Agendum

Motion made by Richard Staffieri, seconded by Joseph Pampanin, to approve the meeting agendum as written. Motion carried 7-0.

V. Approval of Meeting Minutes

A. Tuesday, September 2, 2014, Meeting Minutes

Motion made by Joseph Pampanin, seconded by John Bate, to approve the September 2, 2014, Meeting Minutes as written. Motion carried 6-0 (Mr. Staffieri abstained).

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Nelson Chegezy- Discussion on Using Soccer Fields for Model A Day 2015

Motion made by Mr. Staffieri to table the presentation. Motion carried 7-0.

B. Agenda Items- None

C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger- There are two applicants for a Junior Council Person: Nicole Payung and Richard Weddigan. Giacomo Pazzaglia felt that he did not have the time to commit to the position.

Council will interview the applicants beginning at 6:30 p.m. on October 6, 2014.

B. Mayor- None

C. Council

1. Mayor Fluck- Saucon Valley Partnership

Mayor Fluck had nothing to report.

2. John Bate- Police Pension Board/Saucon Valley Partnership

Mr. Rieger asked Council to advise if there are any topics for the Saucon Valley Partnership as there are no projects currently on the agenda.

Mr. Bate- The Police Pension Board is in discussion about changing some of the meeting dates.

3. James Hill- Hellertown Historical Society/Civil Service Commission

Mr. Hill had nothing to report.

4. Michael McKenna- Hellertown Borough Authority

Mr. McKenna- The Apple Street tank has been repainted and filled.

5. Herbert Payung- Hellertown Area Library-

Mr. Payung- The "Get Bookin" 5K is September 28, 2014.
Registration begins at 8:00 a.m.

6. Joseph Pampanin- Planning Commission/Borough Business Revitalization/ Zoning Hearing Board

Mr. Pampanin- The Passport to Healthiertown will begin at the Farmers' Market on September 28, 2014.

7. Thomas Rieger- Hellertown Chamber of Commerce

Mr. Rieger- Light Up Night will be announced at the next meeting.

8. Richard Staffieri- Saucon Rail Trail/Rental Property Appeals.

Mr. Rieger- Mr. Staffieri advised me that he no longer wished to be the liaison to the Saucon Rail Trail Committee. The vacancy will be on the agenda for the October 6, 2014, meeting.

VIII. Reports from Appointed Officials

A. Treasurer

1. Treasurer's Report & Finance Report

Motion made by Michael McKenna, seconded by Joseph Pampanin, to receive the Treasurer's Report and Finance Report. Motion carried 7-0.

Mr. Rieger- Staff will be starting budget meetings next week. I would like Council to have one general summary meeting and then vote on wish-list items.

Mr. McKenna- I would like to have one in October and another in November.

Council consensus was to hold the meetings on the second or fourth Monday of the month as to not conflict with the regular Council Meeting.

B. Engineer

1. Water Street Park

Mr. Smith- Whiting Turner has been provided notice of the award for the Water Street Park improvements and a contract has been submitted to them for execution.

C. Solicitor

Mr. Corriere- A Contempt Petition will be filed for 1231 2nd Avenue after the judicial sale hearing tentatively scheduled for September 26, 2014.

I am still waiting to record the plan for 1152 Main Street until I receive all of the executed agreements.

I filed a municipal lien this week for 801 Front Street.

D. Manager

Mrs. Hartranft- A site visit was held at the former Champion Spark Plug facility as part of the five-year inspection process. There have been no changes. The EPA will forward a report to the Borough.

E. Chief of Police

Chief Shupp was not present for the meeting.

Motion made by Joseph Pampanin, seconded by Herbert Payung, to approve 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 Joseph Pampanin, seconded by Michael McKenna, to accept the Public Works Monthly Report and make a part of these minutes. Motion carried 7-0.

Mr. Henshaw- The fall yard waste collection will be the week of September 29, 2014.

Motion made by Michael McKenna, seconded by Joseph Pampanin, to approve the dates for yard waste collection. Motion carried 7-0.

G. Zoning/Codes Officer

1. Monthly Report

Motion made by John Bate, seconded by Joseph Pampanin, 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 Permit to Draw Water from the Grist Mill Pond- Council Action

Mrs. Hartranft- A meeting was held last week to discuss this project. I received a new cost estimate from Walter's Excavating for \$13,500.00. The fill was offered to the Borough from Lower Saucon Township at no charge and they are going to pay to have the fill tested.

Stacie Torkos- I have spoken with a community member for a possible donation. The Historical Society will also contribute some funds if necessary. I would like to take advantage of this opportunity while the material is available.

Motion made by John Bate, seconded by Herbert Payung, to fill the lower Grist Mill Pond using the Sanitation Fund Balance to cover the cost not to exceed \$14,000.00. The Borough would like some assistance from the Historical Society.

Mr. Henshaw- I believe that the project will come under the quoted amount with Neighbor's donation of four loads of topsoil. The Borough can also save money by not using hydroseed.

Mrs. Hartranft- Mr. Cahalan will proceed with the testing of the material which will probably take about three weeks.

Roll Call Vote:

John Bate-	Yes
James Hill-	Yes
Michael McKenna-	Yes
Joseph Pampanin-	Yes
Herbert Payung-	Yes
Thomas Rieger-	Yes
Richard Staffieri-	Yes

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 Resolution 14-12, Submission of Joint Local Share Grant to Northampton County Gaming Revenue and Economic Redevelopment Authority-Council Action

Mr. Bate- Last year, we tried to apply for a quick response truck and trailer for the Gator but did not receive the quotes in time. This is a continuation of that grant application.

Motion made by Michael McKenna, seconded by Richard Staffieri, to adopt Resolution 14-12. Motion carried 7-0.

3. 2015 Non-Uniform Employees' Pension Plan Minimum Municipal Obligation- Council Action

Mrs. Hartranft- The recommendation for the 2015 Non-Uniform Minimum Municipal Obligation is an allocation of \$19,950.00.

Motion made by Michael McKenna, seconded by Richard Staffieri, to accept the 2015 Non-Uniformed Minimum Municipal Obligation recommendation as presented. Motion carried 7-0.

4. 2015 Uniformed Employees' Pension Plan Minimum Municipal Obligation- Council Action

Mr. Corriere- The total financial requirements for the plan are \$175,119.90. The members have contributed \$9,513.42. The Minimum Municipal Obligation is \$48,460.48, which will be covered by state aid.

Motion made by John Bate, seconded by Michael McKenna, to accept the 2015 Uniformed Minimum Municipal Obligation recommendation as presented. Motion carried 7-0.

5. Appointment of Joint Yard Waste Recycling Committee- Council Action

Mr. Rieger- Due to the vacancy of Ms. Nolf, there is an opening for Council Liaison to the Joint Yard Waste Recycling Committee. The Committee meets two time a year; February and September.

Mr. Rieger volunteered for the position.

Mrs. Hartranft- The next meeting of the Committee is September 25, 2014, at 4:00 p.m.

Motion made by John Bate, seconded by Michael McKenna, to appoint Thomas Rieger as Council Liaison to the Joint Yard Waste Recycling Committee. Motion carried 7-0.

6. Discussion and Adoption of Light Duty Policy for Uniformed Employees- Council Action

Mrs. Hartranft- After discussions with Council and our Workers' Compensation carrier, I developed Light Duty Policy for both Uniformed and Non-Uniformed employees. They are two separate policies with separate duties.

Motion made by Michael McKenna, seconded by Richard Staffieri, to adopt the Light Duty Policy for Uniformed Employees. Motion carried 7-0.

7. Discussion and Adoption of Light Duty Policy for Non-Uniformed Employees- Council Action

Motion made by Richard Staffieri, seconded by Michael McKenna, to adopt the Light Duty Policy for Non-Uniformed Employees. Motion carried 7-0.

8. Approval of Additional Recycling Event at Water Street Park on September 25, 2014, from 3:00 p.m. to 6:00 p.m.- Council Action

Mr. Rieger- The recycling event this past Saturday was such a large success that they would like to hold another event on September 25, 2014.

Motion made by John Bate, seconded by Joseph Pampanin, to approve the Special Event Request. Motion carried 7-0.

9. Discussion on Proposed Ordinance 795, Removal of Structures Which Have Encroached on Borough Owned or Leased Property

Mr. Corriere- Ordinance 795 is an amendment to section 291, Parks and Recreation, due to the proximity of the Rail Trail. The new clause states that for properties bordering the Rail Trail, the owner will need to remove the encroachment when the property is sold. The Zoning Officer would need to enforce this amendment. I also included that property owners can come to Council to seek an exemption but that the property owner would get no rights to the property if an exemption was granted.

Motion made by Michael McKenna, seconded by Joseph Pampanin, to advertise Ordinance 795 with exemption clause.

Mr. Payung- If the Borough would ever decide to expand the trail, can the Borough request that the encroachments be removed?

Mr. Corriere- No, the Borough cannot make them move the encroachment until the property is sold.

Mrs. Hartranft- This ordinance only applies to sheds and not to vegetation.

Motion carried 6-0 (Mr. Staffieri was not present for the vote).

XI. Announcements- None

XII. Executive Session- None

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XIII. Adjournment

Motion made by Michael McKenna, seconded by John Bate, to adjourn the meeting at 7:46 p.m. Motion carried 6-0 (Mr. Staffieri was not present for the vote).

Adopted by the Hellertown Borough Council this 6th Day of October 2014.



Cathy Hartsart
Borough Secretary

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

August 2014

This is the monthly report for the Hellertown Police Department from August 1st through August 31st, 2014.

During the month of August the Police received 467 calls for service. We did receive 5 Theft, 8 Domestic/Assault, 4 Fraud, 3 Criminal Mischief, 1 Sex Offense and 8 traffic collision calls. We wrote 108 citations.

The Police Department filed 35 charges including 17 for Narcotics Possession, 7 for DUI, 2 for Theft, 3 for Assault and 1 for Criminal Mischief.

In the month of August we had our annual tent at community day which was received well. This year we handed out footballs and Frisbees as well as information on bike safety and child car seat laws, we also did our child fingerprint identification packets for parents. We wrapped up our investigation on illegal gambling at Mike's Doggie Shop. Our police department along with PSP and LCE seized 4 illegal gambling machines and 2 people were arrested in connection with the case. 6 officers attended a training hosted by the FBI on bombs and bomb like devices that can be made out of normal household items. This school had to do with the type of thing we saw earlier this year on Locust Rd. Officer Donato just completed the IPMBA bike school so look for him around town and on the bike path. Our officer 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. Any questions just call or stop in.

Chief Robert Shupp III

PUBLIC WORKS AND PARKS DEPARTMENT
MONTHLY REPORT
AUGUST 2014

1 ACTIVITY COMPLETED

Installed goalposts and moved bleachers for football.
Removed and chipped large tree from Saucon creek at Grist Mill
Cleaned fountain behind authority.
Paved Oak alley from Bachman to Thomas and Fox alley from Apple to Miller.
Dug out manhole at Grist Mill for culvert work.
Swept Main St. on wed.and thur. also streets as needed.
Community day prep, event and clean-up.
Worked with Walters on culvert extention
Lowered pond and refilled after culvert work.
Trimmed trees around football practice field lights.
Loaded and hauled hp lift and vaccum to S.V.S.D.
Washed pool filters, acid washed, rinsed and empied bin.
Removed ladders, handrails, guard seats and platforms at pool.

2 Other

Pool vacuum in daily and filter release.
Loader to compost center every Mon. and manned every Fri.
Unloaded pallet of crosswalk thermo tape.
Cleaned restrooms daily and emptied trash barrels on Mon. & Fri.
Escorted oversize load from S.V.S.D. to Grist Mill.
Changed chlorinator from splash pad to pool and ordered new unit.
Paving with L.S.T. - 5 men 10 days
Unloaded new HP pool lift.
Helped historical society with fish problem at pond.
Cut off tree branch damaged by truck along Water St. at park.
Recycling and cardboard to Dimmick park dumpster.

3

PROJECTS WORKED ON/COMPLETED DURING THE MONTH

Power washed Bandshell decking and Silver Cr. aluminum bridge
Brush and tree clean-up at Tumminela property.
Backfed water to locker room at pool for pipe valve work.
Ran #8 pickup to Ross body shop for door hinge repair.
Turned off water to snack stand and filter bldg, also drained lines
Removed padding from net poles at Eastend field.
Chris and I measured Rails to Trails right of way.

4 NUMBER OF TIMES CALLED OUT AFTER WORKING HOURS

5

MEETINGS AND/OR TRAINING ATTENDED (ALL DEPARTMENT PERSONNEL)

Council Meetings
Meeting with Manager and H.V.A.C. sales man.
PennDOT 412 meeting.
Meeting at bandshell and pool on deck coating.

6

COMPLAINTS

Graffiti on bandshell wall- cleaned off.
New York Ave. street complaint.

7

OTHER

Grass cutting and trimming daily
Weekly filling of dog waste bags dispensers.
Unloaded pallet of oil dry
Lowered water level and pumped out conversion box at pool



BOROUGH OF HELLERTOWN

Zoning and Codes Office

685 Main Street

Hellertown, Pennsylvania 18055-1745

Hellertownborough.org

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

Monthly Report September 2014

Local permits issued: 15

BIA permits issued: 9

Residential Rental Inspections completed: (1)

1600 Ilona-Pass

Complaints received from citizens, public works, and police: 17

Letters Mailed: 47

Citations: 0

Planning Commission activity: none

ZHB activity: none

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

Court Appearances: 1-eyewitness for police: Defendant was collecting garbage without a license.

Other Information: Due to a high amount of grease in the Borough sanitary sewer system, a Grease Trap Maintenance Program has been instituted for restaurants in the area of the Spring Hill Shopping Center. Inspections and meetings with food service establishments have been a success. Follow up inspections to the restaurants will occur in about a month or so.

Business Activity: (Water St. Shopping Plaza) Hairs What's Happening-new business