

Borough of Hellertown  
Council Meeting Minutes  
Monday, October 17, 2016

**A Budget Session Was Held Prior to the Meeting  
Beginning at 6:00 P.M.**

- I. Call to Order – Thomas Rieger, 7:04 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 Michael Corriere, Chief Shupp, Cathy Hartranft, Bryan Smith, Tina Krasnansky, and Angie Bauer. Tom Henshaw and Kris Russo were absent with prior notification.

- IV. Adoption of Meeting Agendum

Motion made by John Bate, seconded by Herbert Payung, to adopt the meeting agendum as written. Motion carried 7-0.

- V. Approval of Meeting Minutes

- A. Monday, October 3, 2016, Meeting Minutes

Motion made by Philip Weber, seconded by Earl Hill, to approve the October 3, 2016, minutes as written. Motion carried 7-0.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Susan Ackermann- Discussion on Bandshell Mural Project  
Ms. Ackermann- The Hellertown Enhancement Project has been seeking artists to paint a mural on the back of the bandshell. We found an artist, Jason Bauder, who is willing to do the project and incorporate the memorial bricks that have been purchased. HEP is requesting a contribution of one half the cost of the project from the Borough.

Motion made by Earl Hill, seconded by Michael McKenna, to approve \$1,800.00 toward the project. The funds will come from the Recreation Fees in the Capital Budget. Motion carried 7-0.

B. Agenda Items- None

C. Non-agenda Items

VII. Reports from Elected Officials

A. President

Mr. Rieger requested an Executive Session to discuss personnel, negotiations, and potential purchase of land.

The Spirit Parade will be this Sunday. The streets will be closed from approximately 1:45 to 4:00 p.m. so please plan accordingly.

B. Mayor

Mayor Fluck had nothing to report.

C. Council

1. Mayor Fluck- Saucon Valley Partnership

Mayor Fluck had nothing to report.

2. James Hill- Civil Service Commission/Rail Trail Committee

Mr. Hill had nothing to report.

3. Michael McKenna- Hellertown Borough Authority

Mr. McKenna- The Authority held their regular monthly meeting.

4. Philip Weber- Planning Commission and Police Pension Board

Mr. Weber- The Planning Commission met this past Tuesday. The Commission discussed the final draft of the Marijuana Ordinance and also the possibility of changing the Highway Commercial Zoning District. It was determined to make no change to the HC zoning district boundaries.

5. Herbert Payung- Hellertown Area Library

Mr. Payung had nothing to report.

6. Thomas Rieger- Hellertown Chamber of Commerce

Mr. Rieger-Saucon Valley Harvest Fest is October 29<sup>th</sup>.

Light-Up Night request will be submitted shortly and on the agenda for Council approval.

7. Earl Hill- Hellertown Historical Society

Mr. Hill had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer

1. Treasurer's Report

Motion made by John Bate, seconded by Michael McKenna, to approve the Treasurer's Report. Motion carried 7-0.

B. Engineer

Mr. Smith had only agenda items.

C. Solicitor

Mr. Corriere- Two lien satisfactions were filed on October 14, 2016.

The Marijuana Ordinance will be further reviewed at the Planning Commissions November meeting.

I spoke with Attorney Pereira with regards to the Stonewood Land Development. She is working on the new security bond.

D. Manager

Mrs. Hartranft had only agenda items.

E. Chief of Police

Chief Shupp- Gerald Malone will be retiring from Fire Marshall effective October 31, 2016.

F. Public Works Director

1. Monthly Report

Mr. Henshaw was not present for the meeting

Motion made by John Bate, seconded by Philip Weber, to receive the Public Works Monthly Report and make a part of these minutes.  
Motion carried 7-0.

G. Zoning/Codes Officer

Mr. Russo was not present for the meeting.

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business

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

Mrs. Hartranft- I did receive a phone call on Friday from Verizon indicating that it was not their pole. I brought him up to date on what the Borough is planning. He will be working with PPL to have the pole relocated and will having an onsite meeting.

Motion made by Earl Hill to table until the November 7, 2016, meeting. Motion carried 7-0.

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Approval of Request for Handicap Parking Space at Saucon Street by 339 Main Street and Request for Waiver of Application Fee- Council Action

Chief Shupp- They are seeking a handicap parking space on the street. There is a no parking zone for approximately 55 feet from the intersection. They do have a handicap parking space in their lot in the back of the business. As part of their request, they did note that they wanted the sign marked for handicap parking for that business only. That is illegal as any handicap person needs to be able to park there. I did not get a chance to talk to Mr. Henshaw about this request.

Motion made by John Bate to table until the November 7, 2016, meeting. Motion carried 7-0.

3. Discussion on Stormwater Improvement Proposal at Dewey Fire Company

Mr. Smith- There have been stormwater issues with ponding for some time at the Dewey Fire Company. The plan is to install a larger

stormwater system from the parking lot to Durham Street and connect with the existing inlet on Tobias Drive. The proposal is to install French drains at the rear of the pavement area. This will catch the water coming from the park; not what falls on the concrete area.

XI Announcements- None

XII. Executive Session

Motion made by Herbert Payung, seconded by John Bate, to adjourn to Executive Session at 7:27 p.m. Motion carried 7-0.

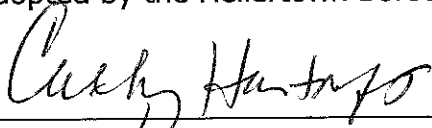
Mr. Corriere advised that the Executive Session was being held to discuss personnel, negotiations, and potential purchase of land.

Council reconvened at 8:15 p.m. Mr. Corriere reiterated that the Executive Session was held to discuss personnel matters, property acquisition, and possible litigation.

XIII. Adjournment

Motion made by Earl Hill, seconded by Michael McKenna, to adjourn the meeting at 8:16 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 7<sup>th</sup> Day of November 2016.

  
Borough Secretary

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

**1 Activity Completed**

Lowered water level at pool and pumped out the conversion box.  
Changed main broom on sweeper.  
Opened shop at 6:30 for flat repair on loader.  
Changed scoreboard from baseball to football.  
Set up sprinklers and hoses at Water St. Park.  
Swept Main St. as scheduled .  
Sickle bar work at Compost Center, along Trail and Thomas Iron Works.  
Equipment inventory and value for insurance,also measured all equipment.  
Painted Plaza pump house door and vent.  
Installed new sink in snack stand at pool.  
Installed HP sign at Legion.  
Cleaned Plaza fountain and park fountain.  
Cleaned trucks  
Brush collection week , 9/26-9/30  
Loader and operator at compost center to help with grinding.  
Winterized pool restrooms,snack stand and filter house.  
Power washed snack stand at pool.

**2 Other**

Stocked restroom at Water St. park.  
Cleaned shops and lunch room weekly.  
Delivered barricades to St. Teresa's and returned after event.  
Removed backstop bumpers from East End Field.  
Emptied bin and pushed pile at Compost Center every Mon.  
Watered grass at Water St. Park, adjusting every hour on tue. and thur.  
Removed flag and sensor from damaged pole at cemetery entrance.  
Weeded Water St. Park planting beds.  
Recycling and cardboard from Borough Hall to dumpster.  
Hauled sceenings waste to landfill.  
Washed and greased both sanitation trucks.  
Removed old electric timer from storage area at pool.  
Power washed tables and O'Donnell memorial at Water St. park.

**3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH**

Cleaned out flower beds at Plaza and Borough Hall.  
Installed repaired hydraulic cylinder on #12 San. Truck.  
Water leak repair and new fountain light at Plaza.  
Swept excess stone from oil and chipped streets.  
Dumped and spread stone in Grist Mill parking area.  
Continued sign replacements in Borough.  
Tree trimming along streets for paving.  
Installed new belt on screener and screened sweepings pile.  
Grass trimming at all parks and playgrounds.

**4 NUMBER OF TIMES CALLED OUT AFTER WORKING HOURS**

Accident at cemetery entrance, 5:30 am.on 9/12.

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

Council Meetings  
Meeting with Manager on capital projects.  
Met with A.M.S. rep. and drove roads for oil and chip.  
Pesticide license recertification  
Pool management coarse for Mike and Scott.  
Met with Terry Boos at Water St. Park.  
Meeting with Manager and Public Works Crew.  
Met with Arbor Fence rep. for quote at pool.  
Met wih Manager, checked pool fencing,Water St. Park and parking area for L.V.H.

**6 COMPLAINTS**

Trash complaint, recycling truck to early at Pondelecks

**7 OTHER**

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