Borough of Hellertown Council Meeting Minutes Monday, November 21, 2016

- I. Call to Order Thomas Rieger, 7:00 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
Mayon Eluck	Abcont wit

Mayor Fluck- Absent with prior notification

Also in attendance were Michael Corriere, Sgt. Johnston, Cathy Hartranft, Bryan Smith, and Angie Bauer. Chief Shupp, Tina Krasnansky, 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, November 7, 2016, Meeting Minutes

Motion made by Philip Weber, seconded by Earl Hill, to approve the November 7, 2016, minutes as written. Motion carried 6-0 (James Hill abstained).

- VI. Courtesies of the Floor
 - A. Pre-Scheduled Appearances- None
 - B. Agenda Items- None

C. Non-agenda Items

Robert Hero, 520 Main Street, noted that the basement lights at the pool are back on.

VII. Reports from Elected Officials

A. President

Mr. Rieger- Pending any issue with the approval of the budget, I do not think that the second meeting in December is necessary.

Motion made by John Bate, seconded by Earl Hill, to cancel the second meeting in December and to authorize staff to pay any necessary bills through the remainder of the year. Motion carried 7-0.

B. Mayor

Mayor Fluck was not present for the meeting.

C. Council

Mayor Fluck- Saucon Valley Partnership
 Mayor Fluck was not present for the meeting.

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

Mr. Hill had nothing to report.

3. Michael McKenna- Hellertown Borough Authority

Mr. McKenna had nothing to report.

4. Philip Weber- Planning Commission and Police Pension Board

Mr. Weber- The Planning Commission met. The Medical Marijuana Ordinance was passed to Council for review. Also approved was a property on Linden Avenue to be an office and parts storage for a solar company. 5. Herbert Payung- Hellertown Area Library

Mr. Payung had nothing to report.

6. Thomas Rieger- Hellertown Chamber of Commerce

Mr. Rieger had nothing additional to report.

7. Earl Hill- Hellertown Historical Society

Mr. Hill- The Historical Society will have their Open House on December 2, 2016, at 6:00 p.m.

VIII. Reports from Appointed Officials

A. Treasurer

1. Treasurer's Report

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

B. Engineer

Mr. Smith- A survey crew was out working on the Water Street Bridge replacement.

C. Solicitor

Mr. Corriere- Staff met and discussed the four pending ordinances and are working on an adoption schedule for early 2017.

D. Manager

Mrs. Hartranft had only agenda items.

E. Chief of Police

1. Monthly Report

Chief Shupp was not present for the meeting.

Motion made by Michael McKenna, seconded by Earl Hill, 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 Michael McKenna, seconded by Earl Hill, to receive the Public Works Monthly Report and make a part of these minutes. Motion carried 7-0.

G. Zoning/Codes Officer

1. Monthly Report

Mr. Russo was not present for the meeting.

Motion made by Michael McKenna, seconded by Herbert Payung, to receive the Zoning and 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

Mrs. Hartranft- Staff met on-site with Verizon. They will be relocating the pole. We did discuss repair to the swale. Verizon is willing to pay for the repair but would like Public Works to complete the work due to difficulty with getting equipment in. We will need to get a cost estimate together to send to Verizon.

Motion made by Michael McKenna, seconded by Philip Weber, to have Mr. Smith complete the specs for the repair and have Public Works complete the repair in spring. Motion carried 6-0 (Earl Hill abstained).

2. Discussion on One-Way on Rohn Road

Mrs. Hartranft- I was approached by a resident prior to the last meeting. She would like Rohn Road returned to a two-way road.

Chief- The Police Department has been out on numerous occasions at various times of the day and saw no issue with parking.

Motion made by John Bate, seconded by Michael McKenna, to keep as One-Way based on staff recommendation. Motion carried 7-0.

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Discussion on Transfer of Former Well Building from Hellertown Borough Authority to Hellertown Borough- Council Action

Mr. Henshaw- Mr. Higbie and I discussed this. The building would be good storage for soccer or the Public Works. The door is very small and would need to be modified. The well has been capped.

Motion made by John Bate, seconded by Earl Hill, to approve the Borough Authority's request and transfer ownership of the building to the Borough. Motion carried 7-0.

XI Announcements

Mr. Rieger- Light Up Night is this Friday beginning at 6:00 p.m.

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XII. Executive Session- None

XIII. Adjournment

Motion made by Michael McKenna, seconded by Earl Hill, to adjourn the meeting at 7:14 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 5th Day of December 2016.

Borough Secretary

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

October 2016

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

During the month of October the Police received 411 calls for service. We did receive 2 Forgery/Fraud, 3 Theft, 6 Domestic/Assault, 1 Burglary, 1 Incest and 7 traffic collision calls. We wrote 131 citations.

The Police Department filed 12 charges including 6 for Narcotics Possession and 5 for DUI.

As of the end of the month the Police have completed all necessary training requirements for the year and we are now working on setting up all training for next year. The Halloween parade was a great success again this year, we had 2 vehicles and 2 bike officers in the parade. Any questions please feel free to stop in or call.

Chief Robert Shupp III

PUBLIC WORKS AND PARKS DEPARTMENT MONTHLY REPORT OCTOBER 2016

1 Activity Completed

Paved Strauss and Oak alleys.

Sceened mulch at Compost Center.

Parade barricades and signage set up and pick up after event.

Washed trucks for parade and dropped off at Heintzelmans.

Replaced street sign bracket at Clarke and Second Ave.

Swept Main St.as scheduled and leaf clean up.

Welded cracks in leaf collector chute.

Replaced destroyed trash containers at Water St. park restrooms.

Hauled and spread slag at Compost Center and millings in bin.

Priced and ordered new main drain covers for pool.

Fall Fest set up and clean up. Tables, trash barrels, recycling containers, moved porta-johns then emptied containers and stored on Monday.

Cleaned trucks

Splash Pad winterizing.

Unit #1 to Service Tire for new tires and front end alignment

2 Other

Stocked restroom at Water St. park and Borough Hall with paper goods.

Cleaned shops and lunch room weekly.

Installed HP signage1374 Main St.

Cleaned up stone dropped along Main St.from Vassi's to Champion.

Emptied bin and pushed pile at Compost Center every Mon.

Glass clean-up at 69 Main St.

Cleaned up dead tree on Rails To Trails.

Filled dog waste bags dispensers weekly.

Recycling and cardboard from Borough Hall to dumpster weekly.

Trimming trees along alleys.

Cut grass at cemetery every week

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

Started leaf collection schedule.

Hung parade banner.

Worked on RR signal with bucket truck and backhoe.

Removed leaky hydraulic cylinder and installed after repaired on #12 San.truck

Removed hydraulic cylinder from #12 trash truck, had repaired and reinstalled.

Inspections on #1,# 3 #4, #7,#9,#10, #11 and leaf collector.

4 NUMBER OF TIMES CALLED OUT AFTER WORKING HOURS

Accident on Water St., pole down, barricaded for PPL.

Called out for alarm in Borough Hall.

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

Council Meetings and budget meeting.

Meeting with Manager , Christine and PW crew at Water St. Park.

Met with Manager on paving ,signage and Compost Center driveway.

Met with Manager, Brian and PW crew- PW building.

Met with Charlie of HRI for sign locations at I-78.

Met with Braccelette on paving projects.

Met with Manager on Plaza, loader and Fall Fest.

6 COMPLAINTS

Low hanging wire on Thomas at Preston.

7 OTHER

Cleaned restrooms daily.

Emptied trash barrels Mon. and Fri.

Cleared mill race and pond grates weekly.



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 Oct 21-Nov 18

Local Permits Issued:15BIA Permits Issued:20Sidewalk Inspections:9Residential Rental Inspections:1Fire Inspections:28Service Requests/Complaints8

Citations:

Planning Commission activity:

323 Linden St. Applicant was granted conditional site plan

approval to operate a solar energy installation office.

ZHB activity:

16-ZHB-04: 0 front St was granted a special exception to

construct and operate an assisted living facility.

16-ZHB-05: 323 Linden St was granted a favorable determination to continue a non conforming office use

within an R1 district.

Meetings/Classes attended:

2 Borough Council

1 Z.H.B.

1 Planning Commission

Court Appearances: 0

Other Information:

Business Activity:

YoFresh is reportedly going out of business

Crossroads is back open

Tavern House will be sold on 11/28/2016

Borough of Hellertown Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 10/21/2016 AND 11/18/2016

DATE PERMIT	PERMIT#	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
10/25/2016	Z-160626 Zoning	BEATTY, JOHN C And RHONDA M, Fence	201 MAIN ST	Q7SW3A-9-4A	\$900.00	\$25.00
10/25/2016	Z-160625 Zoning	ABRA DEVELOPMENT 4 LP, Concrete Work	1033-1063 FRONT ST	Q7SW2A-1-3-1	\$2,000.00	\$50.00
10/26/2016	Z-160630 Zoning	HESS, CHRISTOPHER And SUELEN Sidewalk	1321 NEW JERSEY AVE	Q7NW3C-8-2	\$5,200.00	\$100.00
10/27/2016	Z-160635 Zoning	RUSU, ALEXIS, Concrete Pad	1527 ZIMPFER LN	Q7NW2C-4-1P	\$1,465.00	\$50.00
10/27/2016	M-160646 MobileFood	, Mobile Food License			\$0.00	\$25.00
10/28/2016	Z-160647 Zoning	WELLS FARGO BANK NA, Sidewalk	220 CONSTITUTION AVE	Q75E4A-8-13	\$6,440.00	\$100.00
10/31/2016	D-160649 Dumpster	RIEGER, THOMAS F And ROXANN K New Dumpster/POD Permit	80 WAGNER AVE	Q7NW2D-12-2	\$0.00	\$75.00
11/7/2016	Z-160659 Zoning	PATTIN, ROBIN M, Fence and Parking Area	1425 EASTON RD	Q7NW3B-10-11	\$2,000.00	\$50.00
11/7/2016	Y-160662 Shade	WELLS FARGO BANK NA, Removal	220 CONSTITUTION AVE	Q7SE4A-8-13	\$0,00	\$25.00
11/7/2016	M-160658 MobileFood	, Mobile Food License		· · · · · · · · · · · · · · · · · · ·	\$0.00	\$25.00
11/8/2016	Z-160664 Zoning	KIAK, NICHOLAS J And JOAN, Sidewalk	51 W DEPOT ST	Q7SW2A-6-14	\$500.00	\$25.00
11/15/2016	Y-160675 Shade	YOUNG, DEBRA A, Removal	615 NORTHAMPTON ST	Q7SW2C-6-12	\$0.00	\$25.00
11/16/2016	Y-160677 Shade	FEDERAL NATIONAL MORTGAGE AS Removal	1072 EASTON RD	Q7SW2B-2-1	\$0.00	\$25.00
11/16/2016	D-160678 Dumpster	FEDERAL NATIONAL MORTGAGE AS New Dumpster/POD Permit	1072 EASTON RD	Q7SW2B-2-1	\$0.00	\$75.00
11/18/2016	Z-160686 Zoning	PEOPLE FIRST FEDERAL CREDIT UN Tank Permit	1589 MAIN ST	Q7NW2D-8-10	\$3,175.00	\$75.00

Borough of Hellertown Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 10/21/2016 AND 11/18/2016

DATE PERMIT PERMIT	# OW	NER	PROPERTY AD	ODRESS	PARCEL	EST VALUE	
		TOTAL NUMBER OF PERM		-		arte III (Archida Borninia Borninia (C. 1927) - 11 Sacrata Archida (C. 1921) - 11 Sacrata (
		TOTAL ESTIMATED VALUE	\$21,680.00	ж.,			
		TOTAL PERMIT FEES:	\$750.00				
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Summary by Type

Borough of Hellertown Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 10/21/2016 AND 11/18/2016

DATE PERMIT	PERMIT#	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
0/27/2016	P-160645 Plumbing	CROWN FOREST LLC, Commercial	1184 MAIN ST	Q7NW3D-8-3	\$0.00	\$104.00
0/27/2016	B-160643 Build	CROWN FOREST LLC, Repair/Renovation-Commercial	1184 MAIN ST	Q7NW3D-8-3	\$15,000.00	\$554.00
0/27/2016	E-160637 Elect	HEINTZELMAN FUNERAL HOME INC, Generator	326 MAIN ST	Q7SW3A-6-6	\$60,400.00	\$79,00
0/27/2016	E-160639 Elect	MORAN, HARRY LEE JR And JENNI Residential	169 NEW ST	Q7SW3D-4-9	\$0.00	\$64.00
0/27/2016	E-160642 Elect	RUSU, ALEXIS, HotTub	1527 ZIMPFER LN	Q7NW2C-4-1P	\$1,200.00	\$49.00
0/27/2016	E-160644 Elect	CROWN FOREST LLC, Commercial Alterations	1184 MAIN ST	Q7NW3D-8-3	\$3,000.00	\$139.00
0/27/2016	F-160640 Roof	KING, DONALD C And LORRAINER, New Roof-Residential	58 HESS AVE	Q7NW2D-11-6	\$2,140.00	\$79.00
0/27/2016	M-160636 Mechanical	HEINTZELMAN FUNERAL HOME INC, Generator Piping	326 MAIN ST	Q7SW3A-6-6	\$4,000.00	\$74.00
0/27/2016	B-160638 Build	MORAN, HARRY LEE JR. And JENNI Repair/Renovation-Residential	169 NEW ST	Q7SW3D-4-9	\$12,000.00	\$144.00
0/27/2016	M-160641 Mechanicai	SPOHN, PHILIP C And LENORE R, Water Heater	40 DURHAM ST	Q7SW3A-4-4	\$400.00	\$74.00
1/3/2016	F-160655 Roof	SARKO, STEVEN G And LYNN A, New Roof-Residential	1555 CLAUSER ST	Q7NW2D-11-24	\$7,210.00	\$79.00
1/3/2016	E-160654 Elect	DIEHL, BRIAN W. Garage upgrades	801 FRONT ST	Q7SW2D-2-6	\$1,500.00	\$109.00
1/8/2016	B-160665 Build	CROWN FOREST LLC, Fire Supression System	1184 MAIN ST	Q7NW3D-8-3	\$3,500.00	\$319.00
1/8/2016	M-160666 Mechanical	CROWN FOREST LLC, Commercial Hood	1184 MAIN ST	Q7NW3D-8-3	\$11,000.00	\$304.00
1/16/2016	B-160679 Build	SAUCON TRUST, MagLock Door Installation	1050 MAIN ST	Q7SW2A-1-3	\$10,000.00	\$279.00
1/17/2016	P-160684 Plumbing	LAMIE DAVID M And AMY, Addition	1203 NEW JERSEY AVE	Q7NW3C-13-3	\$0.00	\$74.00
1/17/2016	B-160683 Build	LAMIE DAVID M And AMY, Addition-Residential	1203 NEW JERSEY AVE	Q7NW3C-13-3	\$15,000.00	\$379.00
1/17/2016	E-160685 Elect	LAMIE DAVID M And AMY, Addition	1203 NEW JERSEY AVE	Q7NW3C-13-3	\$1,500.00	\$84.00
1/17/2016	F-160681 Roof	GAMBER REALTY LLC, New Roof-Residential	818 MAIN ST	Q7SW2A-8-9	\$14,035.00	\$79.00

Borough of Hellertown Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 10/21/2016 AND 11/18/2016

DATE PERMIT# PERMIT	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
11/17/2016 F-160682 Roof	LETSCHER MARTIN And SARAH J, New Roof-Residential	421 LOCUST RD	Q7SE4A-3-6	\$4,900.00	\$79.00
	TOTAL NUMBER OF PERMITS:	20		arment to g speaker acres social acres and the first	ana ang manana ya ngung pana ananana da ana
	TOTAL ESTIMATED VALUE:	\$166,785.00			
	TOTAL PERMIT FEES:	\$3,145.00			

Summary by Type

8 Commercial

8 Residentail

Borough of Hellertown Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 10/21/2016 AND 11/18/2016

DATE PERMIT	PERMIT#	OWNER F	PROPERTY ADDRESS	PARCEL	EST VALUE	
10/26/2016	S-160631 SideInsp	WARGO, EDWARD, 136 Sidewalk And Curb Inspection Application	1 WHITAKER ST	Q7NVV3A-7-15	\$0.00	\$25.00
10/31/2016	S-160648 SideInsp	RIEGER, THOMAS F And ROXANN K 80 Sidewalk And Curb Inspection Application	WAGNER AVE	Q7NW2D-12-2	\$0.00	\$25.00
11/4/2016	S-160657 SideInsp	RODENBACH, JASON S And BRAND 215 Sidewalk And Curb Inspection Application	CONSTITUTION AVE	Q7SE4A-10-7	\$0.00	\$25.00
11/7/2016	S-160660 SideInsp	MUSHENO, MARK J And ELIZABET 100 Sidewalk And Curb Inspection Application	4 DETWEILER AVE	Q7SVVZB-7-6	\$0.00	\$25.00
11/8/2016	S-160667 SideInsp	STOVER, C LOUISE, 109 Sidewalk And Curb Inspection Application	CEDAR RD	Q7SE4D-4-7	\$0.00	\$25.00
1/14/2016	S-160674 SideInsp	ELIAS, VICTORIA L, 108 Sidewalk And Curb Inspection Application	DURHAM ST	Q7SW3B-2-2	\$0.00	\$25.00
1/14/2016	S-160671 SideInsp	FALCONE, MICHAEL ROBERT III, 310 Sidewalk And Curb Inspection Application	MAGNOLIA RD	Q7SW3B-13-Z	\$0.00	\$25.00
1/14/2016	S-160670 SideInsp	FEDERAL NATIONAL MORTGAGE AS 107 Sidewalk And Curb Inspection Application	the contract of the contract o	Q7SW2B-2-1	\$0.00	\$25.00
11/15/2016	S-160676 SideInsp	RODRIGUEZ, RICHARD E And BREN 605 Sidewalk And Curb Inspection Application	MAIN ST	Q7SW2D-9-4A	\$0.00	\$25.00
		TOTAL NUMBER OF PERMITS:	9			
		TOTAL ESTIMATED VALUE: TOTAL PERMIT FEES:	\$0.00 \$225.00			

Summary by Type

Borough of Hellertown

Inspections Performed

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	924 MAIN ST 766 MAIN ST	109-11 KICHLINE AVE	•	1180 MAIN ST	1004 DETWEILER AVE 818 MAIN ST	215 CONSTITUTION AVE	0 PARTNERS, INC.	¥, -	0 DBA ROMA PIZZA OF HELLERT	758 MAIN ST	1110 MAIN ST	1222 MAIN ST	1320 WHITAKER ST				1011 MAIN ST AVE		730 MAIN ST	890 FRONT ST	833 POPLAR RD	38 KIERNAN AVE	1150 EASTON RD	124 KICHLINE AVE	\$0	Address
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	C-1500821	R-150760 1	C-150145	C-150145.1	S-160660 C-150079 1	S-160657	C-150134.1	C-150089 1	C-150018.1	C-150220.1	C-150004.1	C-150224.1	C-150087.1	C-150003.1	Z-160630	S-160382	2-160630 C 150091 1	S-160631	C-150095.1	C-150025.1	Z-160617	S-160623	S-160621	S-160598		Permit
	Business Registration Business Registration	Rental Pemit	Business Registration Statement And Other Increases	Business Registration	Sidewalk And Curb Inspection Appl Business Registration	Sidewalk And Curb Inspection Appl	Business Registration	Business Registration	Business Registration	Business Registration	Business Registration	Business Registration	Business Registration	Business Registration	Sidewalk	Sidewalk And Curb Inspection Appl	O COWAIX	Sidewalk And Curb Inspection Appl	Business Registration	Business Registration	Driveway Permit	Sidewalk And Curb Inspection Appl	Sidewalk And Curb Inspection Appl	Sidewalk And Curb Inspection Appl		Desc Work T
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