

Borough of Hellertown
Council Meeting Minutes
Monday, March 5, 2018

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

II. Pledge - All

Council held a moment of silence for the passing of former police officers Robert Gori and David Einherst

III. Roll Call – Cathy Hartranft

Earl Hill-	Present
James Hill-	Present
Kevin Lott-	Present
Herbert Payung-	Absent with prior notification
Thomas Rieger-	Present
Gil Stauffer-	Present
Philip Weber-	Present
Mayor Heintzelman-	Present

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

IV. Adoption of Meeting Agendum

Motion made by Philip Weber, seconded by Gil Stauffer, to adopt the meeting agendum as written with the removal of the discussion on Chapter 430. That item will be discussed at the March 19, 2018, meeting. Motion carried 6-0.

V. Approval of Meeting Minutes

A. Tuesday, February 20, 2018, Meeting Minutes

Motion made by Philip Weber, seconded by Earl Hill, to approve the February 20, 2018, minutes as written. Motion carried 6-0.

Authorization to Hire Sam Domenico as Part-Time Police Officer and Swearing-In

Motion made by Philip Weber, seconded by Earl Hill, to approve the hiring of Sam Domenico as a part-time police officer. Motion carried 6-0.

Mayor Heintzelman administered the Oath of Office.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Sonya Hughes- Discussion on a Proposed Change to Chapter 112-6

Ms. Hughes- I am here to discuss changing ordinance 388 regarding chickens. My property is surrounded by the Silver Creek Country Club so having chickens would not interfere with neighbors. The issue is that I do not meet the requirement that the coop be at least 75 feet away from any houses. I would ask Council to change the ordinance to allow me to have 4-6 chickens but no roosters.

Mr. Corriere- Since this does not fall under Zoning, a variance could not be granted. Any change to the ordinance would require an amendment.

Council is uncomfortable with changing the ordinance but can look into a language change to allow a waiver.

Council directed the solicitor to review the current ordinance and get back to Council with recommendations.

B. Agenda Items- None

C. Non-agenda Items

Robert Hero, 520 Main Street- Mr. Hero inquired when the bridge over Ravenna Street will reopen.

Mr. Rieger- That is a County bridge and they have no plans to replace the bridge mainly because they would need to acquire property. He will inquire again with the County at the Partnership meeting.

VII. Reports from Elected Officials

A. President

Mr. Rieger- A Ribbon Cutting Ceremony for Albright Yoga will be held on March 13, 2018, from 5:00 p.m. to 7:00 p.m.

A Business Roundtable will be held on March 12, 2018, from 5:30 p.m. to 6:30 p.m. Both Police Chiefs will be in attendance to discuss various topics.

B. Mayor

Mayor Heintzelman- I will have a full report from the Police Department after I meet with all personnel with suggestions for the future of the department.

The Public Works Department did a great job with snow removal during the last storm and the Police Department handled the multiple accidents very well.

C. Council

Council had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer

1. January 2018

Motion made by Philip Weber, seconded by Earl Hill, to receive the Treasurer's Report. Motion carried 6-0.

B. Engineer

Mr. Smith- PennDOT approved the Rapid Flashing Beacon at the Saucon Rail trail. We are preparing the bid packet.

Barry Isett & Associates will be meeting with staff again to discuss the continuation of the space study. A report will be made to Council at a later date.

The Bridge Repair Project is near completion.

Council thanked Barry Isett & Associates and Mary Himmelberger for their assistance in getting grant funding.

C. Solicitor

Mr. Corriere- I have still not heard from BT Stonewood. There is a new attorney for Ashley Development. We cannot release Ashley's funds until we have funds from BT Stonewood.

D. Manager

1. 2017 Manager's Report

Mrs. Hartranft- In 2017, General Fund revenue came in 1.87 percent higher than projected. The total expenditures were 4.2 million dollars. The Sanitation revenue came in much higher than expected due to collected liens. The Capital fund was depleted by approximately \$231,000.00 for building upgrades, a public works truck, public works loader, bandshell sealing, and the purchasing of new holiday decorations. The A new Public Works contract was negotiated and a 10 year franchise agreement was negotiated with Service Electric and RCN. The Public Works completed \$180,000.00 in road paving projects. The Borough received \$180,000.00 in grant funding for the CDBG Project at Saucon Street. The Borough received over 2 million dollars in grant funding. The street lights were converted to LED. A three year recycling contract was awarded to J.P. Mascaro for \$306,000.00. Staff was thanked for their outstanding work.

Mr. Rieger also thanked Cathy for her outstanding work.

E. Chief of Police

Chief Shupp had nothing to report

F. Public Works Director

Mr. Henshaw thanked the Dewey Fire Department for their assistance in cutting up a fallen tree to reopen a portion of Durham Street.

G. Zoning/Codes Officer

Mr. Russo had nothing to report.

H. Fire Chief- None

I. Emergency Management

Mr. Scherer- I have attended the normal required training courses. The Dewey Fire Company has agreed to house the office of the Emergency Management Coordinator. I would also like Council to consider Nick Keller or Dan Albi for deputies. Council requested that they receive resumes for both candidates and will meet with them at a later date. Chief Shupp recommended to Council to try and find someone for the deputy position that does not have any other emergency related obligations.

I have received the Emergency Operations Plan from Saucon Manor, Little Learners Daycare, and the Saucon Valley Community Center. I would also recommend meeting with the local churches to help them create one.

Chief Shupp and Mrs. Hartranft requested a meeting to update the Borough's Emergency Operations Plan. Mayor Heintzelman also recommended creating a protocol for opening the warming shelter.

IX. Unfinished Business- None

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Philip Weber, seconded by Gail Stauffer, to approve the payments. Motion carried 6-0.

2. Adoption of Resolution 18-04, Application for DCED Municipal Assistance Program Grant for Comprehensive Plan Update- Council Action

Motion made by Philip Weber, seconded by Earl Hill, to adopt Resolution 18-04. Motion carried 6-0.

3. Discussion on 2018 Trick-or-Treat Date-Council Action

Mayor Heintzelman- I would recommend that Council table this matter until the next meeting. I would hope that anyone that wants to share an opinion on this come to the next meeting.

Motion made by Philip Weber to table the discussion on 2018 Trick-or-Treat date. Motion carried 6-0.

4. Authorization to Bid Compost Center Pole Building- Council Action

Mrs. Hartranft- This pole building will be placed at the compost center to hold equipment. The Public Works Departments will do the electrical work. The building will be paid for by Compost Center funds. This is a joint project with the Borough and Lower Saucon Township.

Motion made by Philip Weber, seconded by Earl Hill, to authorize the bidding of the compost center pole building. Motion carried 6-0.

5. Authorization to Send Outstanding 2017 Real Estate Taxes to Northampton County Tax Claim – Council Action

Mrs. Hartranft- There is \$57,844.83 in outstanding 2017 Real Estate Taxes.

Motion made by Philip Weber, seconded by Gil Stauffer, to send outstanding 2017 Real Estate Taxes to Tax Claim. Motion carried 6-0.

6. Authorization to Send Outstanding 2017 Sanitation/Recycling Assessment to Creditech- Council Action

Mrs. Hartranft- There is \$38,435.00 in outstanding 2017 Sanitation/Recycling Assessments.

Motion made by Philip Weber, seconded by Earl Hill, to send outstanding 2017 Sanitation/Recycling Assessments to Creditech. Motion carried 6-0.

7. Consent Agenda
 - i. Approval of Special Event Request for Saucon Valley Farmers' Market- Council Action
 - ii. Approval of Special Event Request for Saucon Valley Easter Egg Hunt, March 31, 2018- Council Action
 - iii. Approval of 2018 User's Agreement for Saucon Valley Youth Sports- Council Action
 - iv. Donation of Season Pool Pass to Children's Miracle Network Hospitals- Council Action
 - v. Approval of Special Event Request for Miles for Smiles 5K. Contingent Upon Receipt of Certificate of Insurance- Council Action

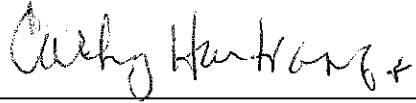
Motion made by Philip Weber, seconded by James Hill, to approve the Consent Agenda. Motion carried 6-0.

- XI Announcements- None
- XII. Executive Session- None
- XIII. Adjournment

Motion made by Gil Stauffer, seconded by Earl Hill, to adjourn the meeting at 8:05 p.m. Motion carried 6-0.

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Adopted by the Hellertown Borough Council this 19th Day of March 2018.

A handwritten signature in cursive script, appearing to read "Cathy Hartman", written in black ink.

Borough Secretary