

Borough of Hellertown
Council Meeting Minutes
Monday, November 19, 2018

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

II. Pledge - All

III. Roll Call – Angie Bauer

Earl Hill-	Present
James Hill-	Present
Michael McKenna-	Present
Thomas Rieger-	Present
Gil Stauffer-	Present
Philip Weber-	Present
Mayor Heintzelman-	Present

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

IV. Adoption of Meeting Agendum

Motion made by Philip Weber, seconded by Earl Hill, to adopt the meeting agendum as written. Motion carried 6-0.

V. Approval of Meeting Minutes

1. November 5, 2018

Motion made by Philip Weber, seconded by Gil Stauffer, to approve the November 5, 2018, meeting minutes as written. Motion carried 6-0.

****Adoption of Resolution 18-15 and Swearing-In of Andrew Hughes****

Motion made by Philip Weber, seconded by Gil Stauffer, to adopt Resolution 18-15 appointing Andrew Hughes to fill the vacant Council seat. Motion carried 6-0.

Mayor Heintzelman administered the Oath of Office.

Mr. Hughes took his seat at 7:04 p.m.

VI. Courtesies of the Floor

- A. Pre-Scheduled Appearances- None
- B. Agenda Items- None
- C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger- I would like to thank the Public Works Department for all of their efforts during the snow storm and also for the good work with the leaf collection.

B. Mayor

Mayor Heintzelman- I would like thank Helen Campanella for donating the tree for Light-Up Night. Light-Up Night will be held in Dimmick Park on November 23, 2018, from 6:00 p.m. to 9:00 p.m.

Ms. Krasnansky and I attended the 25th Anniversary Celebration for the Hellertown Area Library Building.

I gave St. Theresa School a raffle pass to be Mayor for a Day. We are going to have two mayors: Alex and Henry Denzel. I would like them to come to the Council Meeting on December 3, 2018, to be "sworn-in".

C. Council- None

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith- The contractor for the Water Street Project is working on completing the punchlist items.

The Dimmick Park Playground Project is out to bid. Bids are due before the next meeting.

C. Solicitor

Mr. Corriere- The Planning Commission reviewed the plans for the Cummings property purchase. It will be coming before Council for approval.

D. Manager

Mrs. Hartranft had only agenda items to discuss.

E. Chief of Police

1. Monthly Report

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.

Mayor Heintzelman- Lower Saucon Township has decided to do a "double down" for No Shave November. I would like Council's approval to do the same here. Officers wishing to participate will double their donation and be allowed to not shave until the end of December.

Motion made by Michael McKenna, seconded by James Hill, to approve the No Shave November Double Down. Motion carried 7-0.

F. Public Works Director

Mr. Henshaw had nothing to report.

G. Zoning/Codes Officer

1. Monthly Report

Motion made by Philip Weber, seconded by Gil Stauffer, to approve the Zoning/Code Enforcement Monthly Report and make a part of these minutes. Motion carried 7-0.

H. Fire Chief

1. Quarterly Report

Motion made by Philip Weber, seconded by Earl Hill, to receive the Fire Quarterly Report. Motion carried 7-0.

I. Emergency Management- None

IX. Unfinished Business- None

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Approval of Release for Escrow for 1702 Clauser Street- Council Action

Mr. Russo- The Borough was holding an escrow until the curbing, paving, and handicap ramp was completed. Those items have all been completed.

Motion made by Philip Weber, seconded by Earl Hill, to release the escrow. Motion carried 7-0.

3. Approval of Special Event Request for Saucon Creek Arts Festival, June 1, 2019, from 8:00 a.m. to 6:00 p.m.- Council Action

Mr. Rieger- According to the special event request, they are looking to park cars on the grass areas of the park. With the construction of the Water Street Bridge next year, it was planned to replant the grass. The Farmers' Market is going to be at the Library next year. If we would repair the grass and allow this, all the time and effort will be wasted.

Motion made by Michael McKenna, seconded by Philip Weber, to deny parking request and to move forward with the plan to repair the grass areas. Motion carried 7-0.

4. Acceptance of Proposal from Joshua Tree for Lawn Treatments at Dimmick Pool, Dimmick Park, and Borough Hall in the Amount of \$10,688.40- Council Action

Motion made by Earl Hill, seconded by Philip Weber, to accept the proposal for lawn treatments in the amount of \$10,688.40. Motion carried 6-1 (James Hill opposed).

5. Acceptance of Proposal from Joshua Tree for Tree Treatments at Dimmick Pool, Third Avenue Playground, Water Street Park, Dimmick Park, and Borough Hall in the Amount of \$3,893.00- Council Action

Motion made by Michael McKenna, seconded by Philip Weber, to accept the proposal for tree treatments in the amount of \$3,893.00. Motion carried 6-1 (James Hill opposed).

6. Authorization to Seek Request for Proposals for 2018 Audit- Council Action

Mr. Rieger- The Borough is two audits out from the transition to the new software. Typically, the recommendation is the switch auditing firms every few years. Council will need to approve the Request for Proposal which will then be placed on the website. The auditing firm would be appointed at the first meeting in January.

Motion made by Philip Weber, seconded by Andrew Hughes, to approve the Request for Proposal and advertise. Motion carried 7-0.

XI Announcements- None

XII. Executive Session

Motion made by Earl Hill, seconded by Gil Stauffer, to adjourn to Executive Session at 7:24 p.m. Motion carried 7-0.

Mr. Corriere advised that the Executive Session is being held to discuss potential litigation.

Council reconvened from Executive Session at 7:40 p.m. Mr. Corriere reiterated that the Executive Session was held to discuss potential litigation.

XIII. Adjournment

Motion made by Earl Hill, seconded by Philip Weber, to adjourn the meeting at 7:45 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 3rd Day of December 2018.



Borough Secretary

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

October 2018

This is the monthly report for the Hellertown Police Department from October 1st through October 31st, 2018.

During the month of October the Police received 338 calls for service. We did receive 1 Forgery/Fraud, 4 Theft, 9 Domestic/Assault, 1 Sex Offense, 2 Robbery / Attempted Robbery and 17 traffic collision calls. We wrote 101 citations.

The Police Department filed 40 charges including 10 for Narcotics Possession, 3 for DUI, 5 for Assault, 4 for Theft, 8 for Robbery / Attempted Robbery, 1 for Sexual Assault and 1 for Fleeing and Eluding a police officer.

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 officer in the parade. Trick or Treat was also a great success and we received no calls for criminal mischief. The officers had another outstanding month in regards to criminal arrests, as you can see by the numbers above. Corporal Donato did an excellent job on a Robbery case we received. As of the end of October we have made 14 more arrests than the entire year of 2017. The guys have been doing an outstanding job. Any questions please feel free to stop in or call.

Chief Robert Shupp III



BOROUGH OF HELLERTOWN

Zoning and Codes Office

685 Main Street

Hellertown, Pennsylvania 18055-1745

Hellertownborough.org

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

2018 Monthly Report Oct 11-Nov 16

Local Permits Issued:	26
BIA Permits Issued:	26
Sidewalk Inspections:	7
Residential Rental Inspections:	0
Fire Inspections:	0
Service Requests/Complaints	17
Citations:	0
Planning Commission activity:	Conditional approval for subdivision of 1233 3rd Ave./Recommend Approval of Cummings property purchase and subdivision.
ZHB activity:	None
Meetings/Classes attended:	2 Borough Council 0 Z.H.B. 1 Planning Commission
<hr/>	
Court Appearances:	0
Other Information:	
Business Activity:	Framed Microblading Studio-202 Main St.

Borough of Hellertown
Monthly Permit Report

11/16/2018

1:33 PM

Page 1 of 2

FOR PERMITS ISSUED BETWEEN 10/11/2018 AND 11/16/2018

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
10/12/2018	Z-180513	GOMBAR, IMRICH And LORRAINE S	220 CONSTITUTION AVE	Q7SE4A-8-13	\$1,200.00	\$50.00
	Zoning	Shed				
10/17/2018	Z-180518	MECCHI, RAYMOND And MARISA,	50 ROTH AVE.	Q7NW3A-4-9	\$4,785.00	\$75.00
	Zoning	Fence				
10/17/2018	Z-180523	KEYSTATE PROPERTIES LLC,	1631 MAIN ST	Q7NW2D-8-15	\$2,800.00	\$75.00
	Zoning	Sign Permit				
10/17/2018	Z-180524	HIRNER, DARLENE And TRACEY,	1020 EASTON RD	Q7SW2B-1-7	\$2,500.00	\$75.00
	Zoning	Sidewalk				
10/18/2018	Y-180525	HART, JAMES A III And NATALIE A,	740 DELAWARE AVE	Q7SW2C-4-9	\$0.00	\$10.00
	Shade	Substantial Trimming				
10/19/2018	D-180526	VARNER, RUSSELL A And MARGAR	215 TOBIAS DR	Q7SE4A-7-17	\$0.00	\$75.00
	Dumpster	Dumpster Permit				
10/19/2018	D-180527	MENTE, MARGARET,	1003 EASTON RD	Q7SW2B-7-7	\$0.00	\$75.00
	Dumpster	Dumpster Permit				
10/23/2018	Z-180536	MCDONALDS CORPORATION,	14 MAIN ST	R7-4-9A	\$72,184.00	\$311.56
	Zoning	Sign Permit				
10/25/2018	Z-180547	HALLOCK, CYNTHIA L,	1316 EASTON RD	Q7NW3C-6-5B	\$350.00	\$25.00
	Zoning	Sidewalk				
10/25/2018	Z-180543	LIPP, ROBERT P And ELAINE D,	558 ELLEN ST	Q7SW3C-5-8	\$3,000.00	\$75.00
	Zoning	Sidewalk/Driveway Apron				
10/25/2018	Z-180544	FALATEK, MARGARET E,	1109 EASTON RD	Q7NW3C-16-5	\$1,450.00	\$50.00
	Zoning	Sidewalk				
10/25/2018	Z-180545	SAUCON VALLEY BIBLE FELLOWSHI,	1319 MAIN ST	Q7NW3D-5-19	\$1,850.00	\$50.00
	Zoning	Sidewalk				
10/25/2018	Z-180546	GUERRIERI, DANO P And LISA M,	1304 MAIN ST	Q7NW3D-2-4	\$3,000.00	\$75.00
	Zoning	Sidewalk				
10/29/2018	Y-180552	BECHDOLT, JAMES R,	411 MAIN ST	Q7SW3A-4-11	\$0.00	\$10.00
	Shade	Substantial Trimming				
10/30/2018	Z-180557	LIEBERMAN, PAIGE,	1550 BLEYLER ST	Q7NW2C-6-1A	\$5,500.00	\$100.00
	Zoning	Driveway Permit				
11/5/2018	Z-180572	SHRUNTVILLE ENTERPRISES LLC,	1702 CLAUSER ST	Q7NW2D-1-2A	\$500.00	\$25.00
	Zoning	Fence				
11/5/2018	Z-180573	RED BOW PROPERTIES LLC,	1737 CLAUSER ST	Q7NW2D-2-4	\$500.00	\$25.00
	Zoning	Fence				
11/7/2018	M-180580	,			\$0.00	\$25.00
	MobileFood	Mobile Food License				
11/7/2018	Y-180575	STAUFFER, KAY E And SHERWOOD	625 DELAWARE AVE	Q7SW2C-7-8	\$0.00	\$25.00
	Shade	Removal				

**Borough of Hellertown
Monthly Permit Report**

11/16/2018

1:33 PM

Page 2 of 2

FOR PERMITS ISSUED BETWEEN 10/11/2018 AND 11/16/2018

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
11/7/2018	Z-180574	DIEHL, BRIAN W,	30 SYCAMORE ST	Q7SW2A-4-7	\$2,000.00	\$50.00
	Zoning	Driveway Permit				
11/7/2018	Z-180576	ROBERTS, SCOTT And KATIE,	526 HENRY ST	Q7SW3B-17-4	\$500.00	\$25.00
	Zoning	Decorative Garden Panels				
11/7/2018	Z-180577	HEINTZELMAN, DAVID J,	415 FRONT ST	Q7SW3A-2-18	\$2,500.00	\$75.00
	Zoning	Install Curb				
11/15/2018	Z-180590	KRANZLEY, GLENN G And SUSAN K	839 MAGNOLIA RD	Q7SE4A-4-6	\$1,600.00	\$50.00
	Zoning	Sidewalk				
11/15/2018	M-180597	,			\$0.00	\$200.00
	MobileFood	Mobile Food License				
11/15/2018	Z-180588	HELLERTOWN BOROUGH,	660 DELAWARE AVE	Q7SW2C-6-1	\$4,200.00	\$75.00
	Zoning	Sidewalk				
11/15/2018	Z-180589	POLEY, RACHAEL,	1514 CLAUSER ST	Q7NW3A-1-6A	\$1,500.00	\$50.00
	Zoning	Sidewalk				

TOTAL NUMBER OF PERMITS:	26
TOTAL ESTIMATED VALUE:	\$111,919.00
TOTAL PERMIT FEES:	\$1,756.56

Summary by Type

Borough of Hellertown

11/16/2018

Monthly Permit Report

1:33 PM

Page 1 of 2

FOR PERMITS ISSUED BETWEEN 10/11/2018 AND 11/16/2018

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
10/15/2018	F-180516	SCHRANTZ, RUSSEL L And BREND	132 CONSTITUTION AVE	Q7SE4A-8-18	\$5,000.00	\$79.50
	Roof	Roof-Residential				
10/15/2018	M-180515	DELUCA, MICHAEL And ELLEN M,	1087 2ND AVE	Q7NW3C-20-6	\$8,788.00	\$74.50
	Mechanical	Replacement-Residential				
10/15/2018	M-180517	DEWIRE, KIMBERLY L,	1089 MAIN ST	Q7SW2A-2-25	\$12,372.00	\$104.50
	Mechanical	Replacement-Commercial				
10/15/2018	F-180514	CODY, IAN W And REPASCH, ANGE	1320 JEFFERSON ST	Q7NW3A-7-11	\$4,845.00	\$79.50
	Roof	Roof-Residential				
10/22/2018	B-180530	REBBERT, THOMAS F,	600 HARRIS ST	Q7SW3A-2-24A	\$24,500.00	\$129.50
	Build	Finished Basement				
10/22/2018	E-180531	REBBERT, THOMAS F,	600 HARRIS ST	Q7SW3A-2-24A	\$0.00	\$94.50
	Elect	Finished Basement				
10/22/2018	M-180532	REBBERT, THOMAS F,	600 HARRIS ST	Q7SW3A-2-24A	\$0.00	\$74.50
	Mechanical	Finished Basement				
10/22/2018	P-180533	REBBERT, THOMAS F,	600 HARRIS ST	Q7SW3A-2-24A	\$0.00	\$74.50
	Plumbing	Finished basement				
10/23/2018	P-180538	MCDONALDS CORPORATION,	14 MAIN ST	R7-4-9A	\$0.00	\$104.50
	Plumbing	Commercial				
10/23/2018	B-180537	MCDONALDS CORPORATION,	14 MAIN ST	R7-4-9A	\$450,000.00	\$7,438.50
	Build	Repair/Renovation-Commercial				
10/23/2018	E-180534	HILL, EDWARD W,	249 MAIN ST	Q7SW3A-9-9	\$350.00	\$79.50
	Elect	New Meter				
10/23/2018	E-180540	MCDONALDS CORPORATION,	14 MAIN ST	R7-4-9A	\$100,000.00	\$154.50
	Elect	Commercial				
10/23/2018	P-180535	FRITTS, AMY TOUZET,	216 W HIGH ST	Q7NW3A-7-2	\$0.00	\$74.50
	Plumbing	Water Heater				
10/23/2018	M-180539	MCDONALDS CORPORATION,	14 MAIN ST	R7-4-9A	\$10,000.00	\$104.50
	Mechanical	Commercial				
10/24/2018	B-180541	HEILMAN, THOMAS R And LINDA M,	215 CONSTITUTION AVE	Q7SE4A-10-7	\$18,000.00	\$229.50
	Build	Rear Dormer				
10/24/2018	E-180542	HEILMAN, THOMAS R And LINDA M,	215 CONSTITUTION AVE	Q7SE4A-10-7	\$0.00	\$84.50
	Elect	Residential-Dormer				
10/31/2018	E-180560	ZAJACEK CHRISTOPHER ET AL,	1233 3RD AVE	Q7NW3C-10-9	\$0.00	\$84.50
	Elect	Residential				
10/31/2018	M-180558	ZAJACEK CHRISTOPHER ET AL,	1233 3RD AVE	Q7NW3C-10-9	\$8,500.00	\$74.50
	Mechanical	Central Air				
10/31/2018	P-180559	ZAJACEK CHRISTOPHER ET AL,	1233 3RD AVE	Q7NW3C-10-9	\$0.00	\$74.50
	Plumbing	Residential				

Borough of Hellertown

11/16/2018

Monthly Permit Report

1:33 PM

Page 2 of 2

FOR PERMITS ISSUED BETWEEN 10/11/2018 AND 11/16/2018

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
11/1/2018	E-180569	EVANGELICAL CHURCH, Elect	645 MAIN ST	Q7SW2D-9-10	\$46,675.00	\$69.50
11/1/2018	F-180566	GILMAN, ROBERT G And BEVERLY Roof	0 DURHAM ST.(LR Caverns)	Q7SE1D-1-1	\$5,000.00	\$79.50
11/1/2018	M-180567	EVANGELICAL CHURCH, Mechanical	645 MAIN ST	Q7SW2D-9-10	\$46,675.00	\$579.50
11/13/2018	F-180582	FLOK, VIRGINIA G, Roof	1505 MAIN ST	Q7NW3A-5-6	\$9,000.00	\$79.50
11/13/2018	P-180581	612 MAIN STREET LLC, Plumbing	612-14 MAIN ST	Q7SW2D-8-10	\$0.00	\$129.50
11/16/2018	M-180593	HANUS, STEPHEN And CAROL A, Mechanical	618 DELAWARE AVE	Q7SW2C-6-5	\$6,000.00	\$74.50
11/16/2018	B-180592	PRUSHINSKI, RORI G ET AL, Build	562 TOBIAS DR	Q7SW2C-9-3	\$500.00	\$74.50

TOTAL NUMBER OF PERMITS: 26
 TOTAL ESTIMATED VALUE: \$756,205.00
 TOTAL PERMIT FEES: \$10,301.00

Summary by Type

8 Commercial
 14 Residential

Borough of Hellertown
Monthly Permit Report

11/16/2018
1:34 PM
Page 1 of 1

FOR PERMITS ISSUED BETWEEN 10/11/2018 AND 11/16/2018

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
10/17/2018 SideInsp	S-180520	BROWN, LEON A And REGINA D, Sidewalk And Curb Inspection Application	624 MAIN ST	Q7SW2D-8-8	\$0.00 \$25.00
10/17/2018 SideInsp	S-180519	FALATEK, MARGARET E, Sidewalk And Curb Inspection Application	1109 EASTON RD	Q7NW3C-16-5	\$0.00 \$25.00
10/26/2018 SideInsp	S-180548	RASICH, JONATHAN And LANG, CA Sidewalk And Curb Inspection Application	122 E SAUCON ST	Q7SW3B-7-1A	\$0.00 \$25.00
10/29/2018 SideInsp	S-180553	BROWN, LEON A And REGINA D, Sidewalk And Curb Inspection Application	624 MAIN ST	Q7SW2D-8-8	\$0.00 \$25.00
10/29/2018 SideInsp	S-180551	ODONNELL LAWRENCE ET AL, Sidewalk And Curb Inspection Application	1170 1ST AVE	Q7NW3D-9-2	\$0.00 \$25.00
11/1/2018 SideInsp	S-180564	PROPSON, PHILIP E And JANE L, Sidewalk And Curb Inspection Application	1120 3RD AVE	Q7NW3C-14-3	\$0.00 \$25.00
11/14/2018 SideInsp	S-180585	EAGLE ONE HOLDINGS LLC, Sidewalk And Curb Inspection Application	1071 1ST AVE	Q7SW2A-3-24	\$0.00 \$25.00

TOTAL NUMBER OF PERMITS: 7
TOTAL ESTIMATED VALUE: \$0.00
TOTAL PERMIT FEES: \$175.00

Summary by Type