

Borough of Hellertown  
Council Meeting Minutes  
Monday, May 6, 2019

- I. Call to Order – Thomas Rieger, 7:00 p.m.
- II. Pledge - All
- III. Roll Call – Cathy Hartranft

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

Also in attendance were Michael Corriere, Barry Yonney, and Kris Russo. Angie Thiede and Bryan Smith were absent with prior notification.

- IV. Adoption of Meeting Agendum

Motion made by Earl Hill, seconded by Michael McKenna, to adopt the meeting agendum as written with the addition of New Business #2, Request for Extension for 30-32 Clarke Street contingent upon a 10 percent increase in escrow. The President's Report will be a discussion on Coffee with Elected Officials and next Reinhard site roundtable. Motion carried 7-0.

- V. Approval of Meeting Minutes

- 1. April 16, 2019

Motion made by Gil Stauffer, seconded by Philip Weber, to approve the April 16, 2019, meeting minutes as written. Motion carried 7-0.

- VI. Courtesies of the Floor

- A. Pre-Scheduled Appearances- None

B. Agenda Items

Lynette Hill, 1076 New Jersey Avenue- I would like to read a statement concerning the criticism Council has received over the last few weeks. You have spent your time, energy, countless hours of research, sacrificed your family and personal time to make the best decisions to keep the taxes low and make Hellertown feel safe. You all hear the voices of the community. You are not a clique. Your commitment is appreciated. I am proud to be a part of this town.

C. Non-agenda Items

June Rose, 66 West Water Street- I was leaving the Farmers' Market on Sunday. The tree at Rentzheimer and Magnolia Road is obstructing the stop sign.

Mr. Yonney will look into the issue tomorrow.

Don Werkheiser, 41 Hampton Avenue- I would like to request Council petition PennDOT to install a left turn arrow at Walnut and Main and Water and Main. Traffic has been backing up during rush hour.

Mr. Rieger- PennDOT tells us that they aren't warranted according to their studies. We have been told that there will be a traffic engineer on site once the Water Street bridge is closed to make immediate changes as needed.

Motion made by Earl Hill, seconded by Philip Weber, to direct staff to draft a letter to PennDOT requesting a left turn arrow on Main Street. Staff will also contact the Chamber for a letter of support. Motion carried 7-0.

## VII. Reports from Elected Officials

### A. President

Mr. Rieger- I will need an Executive Session to discuss negotiations following the meeting. I would also like to schedule a special Executive Session on May 14, 2019, at 7:00 p.m., to discuss potential litigation and negotiations.

I would like to schedule another roundtable to continue our discussion on the Reinhard property on Monday, June 10, 2019, from 6:30 p.m. to 8:30 p.m., at the Reinhard property. Mayor Heintzelman will set up a tent.

Mayor Heintzelman- I think that a Coffee with Elected Officials event would be appropriate and would like to hold the event on May 16, 2019, from 6:00 p.m. to 8:00 p.m. This would be an invitation for casual conversation with elected officials at the Tavern Room.

Mr. Rieger- This event is a continuation of the popular Cops and Coffee events. This would be advertised as a workshop meeting.

Motion made by Gil Stauffer, seconded by James Hill, to advertise the meetings as discussed. Motion carried 7-0.

Mr. Rieger- Dimmick Park playground is still on track for a completion date in June. I would like to do a ribbon cutting in conjunction with the July 14, 2019, Music in the Park.

Motion made by Earl Hill, seconded by Philip Weber, to hold a ribbon cutting event on July 14, 2019, at 5:30 p.m., in conjunction with the Chamber of Commerce. Motion carried 7-0.

B. Mayor

Mayor Heintzelman- There have been several ribbon cuttings over the last few weeks. The most recent one was at the Farmers' Market.

The Adopt-A-Bush has been completed at Dimmick Park. Tim Walters' Landscaping did a wonderful job. A dedication will be held during Community Day.

I received a recommendation that we move the porta-potties for the Farmers' Market to a different location. Mr. Yonney had already made contact with Mr. John and they will be moving them Wednesday.

Mr. Heintzelman- I was contacted by a resident suggesting that we install a bench near the bus stops. Most of the stops are near private property.

Mr. Rieger- We actually have to discuss the Main Street Lehigh Valley Grant application. I believe that benches would be covered under the grant.

Mrs. Hartranft- Even though some of the stops are by private property, the Borough can still install them in the Borough Right-of-Way. The benches are relatively expensive so the cost of about two benches would be covered by this grant.

Motion made by Michael McKenna, seconded by Earl Hill, to apply for Main Street pedestrian benches through the Main Street Lehigh Valley grant. Motion carried 7-0.

C. Council

Mr. Hughes- I attended the Lehigh Valley Planning Commission General Assembly. There were three presentations: small cell tower issue, tiny houses, and the importance of the 2020 census.

Mr. Hill- I would like to thank our Public Works Department for their work with getting the parks ready.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith was not present for the meeting.

C. Solicitor

Mr. Corriere had only agenda items to discuss.

D. Manager

Mrs. Hartranft- Northampton County requires each municipalities to have an Emergency Operations Plan. Ours needs to be updated. We really need to begin working with the Police Department, Council, and EMA. The last update that was done from Hellertown was 2011. Mr. McKenna requested a letter be sent to Mr. Scherer requesting his attendance at the next Council meeting.

We have applied for a Lehigh Valley Greenway mini-grant for a bike repair station and hoop sign to be installed at Water Street Park. Public Works would install. We have received support from the Saucon Rail Trail Committee and Saucon Valley Bikes for the grant application.

Our 1.2 million dollar pedestrian safety project is commencing with engineering, design, and PennDOT submittals. Work should begin in spring of 2020.

The Pollution Reduction Plan has been submitted to the DEP and we are waiting for approvals.

We are working with a vendor for a new bandshell curtain. I don't believe this will be completed this year.

The Hotel Tax Grant has been announced. We have typically sought funding for Music in the Park.

Motion made by Michael McKenna, seconded by Andrew Hughes, to reapply to the Hotel Tax Grant for funds toward Music in the Park. Motion carried 7-0.

Mrs. Hartranft- Mr. Yonney and Mr. Koch took a Spotted Lantern Fly Class over the weekend. In this part of the state, you need to be permitted to transport goods or services out of a quarantined county.

Mr. Russo and I are participating in the Blight Remediation Task Force. They have also asked that we participate in a Historical and Cultural survey. The Walk/Roll Lehigh Valley is working to connect pedestrian, vehicle, bus routes.

E. Chief of Police

Chief Shupp- A few of our part-time officers have been applying for full-time jobs. I have two applicants who have applied for part-time work. I would like to interview them, complete a background check, and would like to offer conditional employment.

Motion made by Michael McKenna, seconded by Philip Weber, to accept as presented.

Chief Shupp- The department tried to help at the Heritage Day and led the Sassy Massy run. The rain on Sunday did require us to postpone the dodgeball game at St. Theresa's. We will inform the public of the new date soon.

We attended a lunch at St. Theresa's last week. We were invited by the second grade class.

Mr. Hughes- What is the definition of a call on you monthly report?

Chief Shupp- It would be dispatched to an incident or accident.

F. Public Works Director

Mr. Yonney- The Sassy Massy run was held over the weekend and participants used the walls in the bathroom to clean their shoes so we had a lot of cleaning to do this morning.

The Farmers' Market made ruts and vehicles got stuck due to the weather. I told the committee that it will be their responsibility to repair the lot.

The Adopt-A-Bush programs bushes have had branches broken off.

Mr. Heintzelman- I would recommend roping off the area and marking it "keep off".

Mr. Yonney- The kids are taking their bikes and jumping off the stage and landing in the bushes breaking them off. None have to be replaced yet.

June Rose- There is a pot hole forming on West Water Street.

Mr. Yonney will look into the issue tomorrow and contact PennDOT.

G. Zoning/Codes Officer

Mr. Russo had only agenda items to discuss.

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business

1. Discussion on Making Saucon Street Two-Way

Mr. Russo- I stopped to see the director from the Community Center. They are against making the street two-way in front of their building. Upgrades have recently been completed with the set up being entrance and exit on Saucon Street. They have concern with safety if they would need to move the drop off area to Northampton Street.

Chief Shupp- Saucon Street is a tight road. I don't believe that a decision needs to be made right now before we find out what might happen with the building.

Motion made by Michael McKenna, seconded by Earl Hill, to keep with staff recommendation and keep the area one-way.

2. Discussion on Main Street Lehigh Valley Grant Suggestions

This item was discussed earlier in the meeting under Mayor's Report.

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Request Time Extension at 30-32 West Clarke Street. Contingent Upon 10 Percent Increase in Escrow- Council Action

Mr. Corriere- Mr. Guro has requested extensions in the past. He has executed the extension agreement in the past which protects the Borough. Mr. Smith is recommending a 10 percent increase in the escrow due to increasing costs.

Motion made by Philip Weber, seconded by Earl Hill, to approve the extension as presented with a 10 percent increase in escrow. Motion carried 7-0.

3. Adoption of Resolution 19-09, Authorization to Submit Grant Application to Greenways, Trail, and Recreation Program, in the Amount of \$244,375.00- Council Action

Mrs. Hartranft- This grant is for the upgrade the concession stand and add ADA restroom facilities. We would not have to address the restrooms or showers in the pool building. As soon as the Borough would try to make improvements to those rooms, the entire facility would need to become ADA compliant which will be very expensive.

This is another identified project that was recommended to be completed per the 2013 Master Plan.

Motion made by Earl Hill, seconded by Philip Weber, to adopt Resolution 19-09. Motion carried 7-0.



4. Authorize Fifteen Percent Funding Match for Grant Application to Greenways, Trail, and Recreation- Council Action

Mrs. Hartranft- This particular grant is 85 percent grant funding. It will require a 15 percent match. It can be a cash match, in-kind funding, or other non-state grant funding. The 15 percent would come to \$43,125.00. Our intent is to apply for CDBG funding to cover the match.

Motion made by Gil Stauffer, seconded by Earl Hill, to approve the 15 percent funding match. Motion carried 7-0.

5. Authorization to Hire Pool Summer Help- Council Action

Motion made by Michael McKenna, seconded by James Hill, to hire the pool staff as presented. Motion carried 7-0.

6. Award Bid for 2019 Road Paving Project- Council Action

Mrs. Hartranft- This is for the milling and paving of Constitution Avenue and Whitaker Street. The low bidder was Bracalente Construction in the amount of \$108,580.20.

Mr. Rieger- We have \$152,000.00 in Liquid Fuels for road paving and we had an additional \$65,000.00 budgeted in General Fund. This company is local and had done excellent work for us in the past.

Motion made by Earl Hill, seconded by James Hill, to award the bid to Bracalente Construction in the amount of \$108,580.20.

7. Approval of Step Upgrade for James Edge to Laborer I- Council Action

Motion made by Philip Weber, seconded by Michael McKenna, to approve the step upgrade for James Edge. Motion carried 7-0.

8. Approval of Special Event Request for Dewey Carnival, July 16-20, 2019. Contingent Upon Indemnification from Goodtime Amusements- Council Action

Motion made by Michael McKenna, seconded by James Hill, to approve the Special Event Request for Dewey Carnival contingent upon the indemnification from Goodtime Amusements. Motion carried 7-0.

9. Approval of 2019 Pool Agreement for Children's Learning Center- Council Action

Mrs. Hartranft- This is our standard agreement when a group wishes to use the pool. They will provide their own transportation

Motion made by Earl Hill, seconded by Philip Weber, to approve the 2019 Children's Learning Center Pool Agreement. Motion carried 7-0.

#### XI Announcements

Mr. Rieger- An Executive Session will be held on May 14, 2019, at 7:00 p.m. to discuss negotiations.

#### XII. Executive Session

Motion made by Earl Hill, seconded by Andrew Hughes, to adjourn to Executive Session at 8:11p.m. Motion carried 7-0.

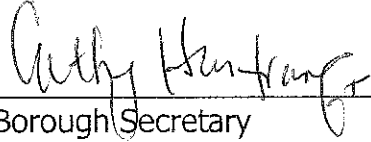
Mr. Corriere advised that the Executive Session was being held to discuss personnel matters.

Council reconvened from Executive Session at 8:35 p.m. Mr. Corriere reiterated that the Executive Session was held to discuss personnel matters.

XIII. Adjournment

Motion made by Michael McKenna, seconded by Earl Hill, to adjourn the meeting at 8:38 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 20<sup>th</sup> Day of May 2019.

  
Borough Secretary