

Borough of Hellertown
Council Meeting Minutes
Monday, August 17, 2020

The Meeting Was Held Via Webex and Streamed Live on Facebook.

An Executive Session Was Held Prior To The Meeting To Discuss Contract Negotiations, Personnel, and Potential Sale of Borough Owned Real Estate.

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

II. Pledge - All

III. Roll Call – Cathy Hartranft

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

Also in attendance were Michael Corriere, Barry Yonney, Cathy Hartranft, Angie Thiede, Bryan Smith, Chief Shupp, Tina Krasnansky, Kris Russo, and Noah Kates.

IV. Adoption of Meeting Agendum

Motion made by Earl Hill, seconded by Michael McKenna, to adopt the meeting agendum as written. Motion carried 7-0.

V. Approval of Meeting Minutes

1. August 3, 2020

Motion made by Gil Stauffer, seconded by Earl Hill, to approve the August 3, 2020, meeting minutes as written. Motion carried 7-0.

VI. COVID-19 Briefing

1. Administration/Public Works/Finance

- a. Mrs. Hartranft- The Real Estate Tax revenue is slightly lower than last year but not by a significant amount.

The Codes Department has been very busy with permit requests.

Thank you to Hellertown Police Department, Public Works, and Dewey Fire Company for assistance during the tropical storm.

Mr. Yonney- All departments worked well together during the tropical storm. There wasn't too much damage.

2. EMA

- a. Mr. Sherer was not present for the meeting.

3. Police

- a. Chief Shupp- We are following the guidelines and there have been no significant issues. Thank you to everyone that helped during the storm especially Public Works.

4. Fire

- a. Chief Maguire was not present for the meeting.

5. EMS

- a. Captain Andree was not present for the meeting.

VII. Courtesies of the Floor

A. Pre-Scheduled Appearance

1. Gail Nolf, Dewey Fire Company- Update and Discussion on Fireworks

Ms. Nolf- A meeting was held at the course and a walkthrough was completed. Lower Saucon Township Fire Department will be covering Borough calls. All parties are in agreement that Durham Street should be closed from Constitution Avenue to Willow Road due to the curve and to avoid anyone stopping to view the fireworks.

Motion made by Thomas Rieger, seconded by Earl Hill, to have police present from 8:30 to 10:30 to close Durham Street between Constitution Avenue and Willow Road and direct traffic. Overtime costs will be taken from the Donation fund. Motion carried 7-0.

2. Erica Shorb- Presentation of Art Walk and Request for Music and Dance- Council Action

Ms. Shorb- Ten applications have been received. I am hoping a few more as submitted. I was looking to have an opening day celebration on September 19, 2020, with musicians, dancers, food and ice cream trucks, and spaced out activity stations.

Council express concern with the potential number of people the event might draw with the additional activities.

Mr. Corriere noted that CDC Guidelines must be followed or it opens the Borough to liability should someone become sick.

Council agreed to keep the event as only an art walk at this time. A banner can be hung and the ice cream truck can drive by throughout the day.

B. Agenda Items- None

C. Non-agenda Items- None

VIII. Reports from Elected Officials

A. President

Mr. Rieger- In the month of September, there are the rescheduled Music in the Park, a request to reschedule the Movies in the Park, Wings and Strings event, and request for pavilion rentals at Dimmick Park. Council will need to decide how they wish to proceed.

Mr. Stauffer- Based on Mr. Corriere's discussion on potential liability, I feel we should cancel those events.

Motion made by Earl Hill, seconded by Philip Weber, to suspend all User's Agreements for activities in Dimmick Park and direct Mrs. Hartranft to contact the sports organizations to discuss crowd control. Motion carried 7-0.

Mayor Heintzelman- Due to the volume of people that come to view the parade, there is no way to follow the CDC guidelines. We do not have any other choice than to cancel the parade.

Motion made by Earl Hill, seconded by Michael McKenna, to cancel the 2020 Spirit Parade. Motion carried 7-0.

Mayor Heintzelman- All sponsorships will be refunded to the businesses.

Motion made by Gil Stauffer, seconded by Michael McKenna, to issue refunds from the Parade Account. Motion carried 7-0.

Mr. Rieger- I feel Trick-or-Treat can be done while Socially Distancing. Perhaps the Borough can send an email blast with recommendations to limit contact.

Motion made by James Hill, seconded by Philip Weber, to proceed with Trick-or-Treat as scheduled and create an email encouraging Social Distancing and recommendations for limiting contact. Motion carried 7-0.

B. Mayor

Mayor Heintzelman had nothing additional to discuss.

C. Council

Council had nothing additional to report.

IX. Reports from Appointed Officials

A. Treasurer

1. June 2020 Treasurer's Report
2. June 2020 Statement of Revenues and Expenditures

Motion made by Gil Stauffer, seconded by Michael McKenna, to receive the July 2020 Treasurer's Report and Statement of Revenues and Expenditures. Motion carried 7-0.

B. Engineer

Mr. Smith- PennDOT has pushed the let date for the Main Street Safety Project to October 22, 2020. The start date is scheduled for January 19, 2021.

C. Solicitor

Mr. Corriere- Oral argument for the Chaffier lawsuit was held on July 29, 2020 and the matter is under the advisement of the Court.

D. Manager

Mrs. Hartranft- The Multi-Municipal Comprehensive Plan is available to review and provide comments on the Borough and Township websites. There will be a tentative public meeting on September 10, 2020. The plan will go before the Hellertown Planning Commission on September 9, 2020.

The City of Bethlehem notified the Borough of a discussion on the rezoning request for Creek Road.

Council requested Mrs. Hartranft to send a letter to the City of Bethlehem strongly opposing the rezoning request and to attach pictures of the flooding on that property during the tropical storm.

E. Chief of Police

1. Monthly Report

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

Mr. Yonney- UGI will be working on a gas main replacement on Delaware and Water Street for approximately two weeks.

G. Zoning/Codes Officer

1. Monthly Report

Motion made by Matthew Marcincin, seconded by Earl Hill, to receive the Zoning/Code Enforcement Monthly Report and make a part of these minutes. Motion carried 7-0.

Mr. Russo- The Subdivision Plan for 85 Division Street was tabled at the last Planning Commission Meeting. The plans will need to be updated. The applicant will need to go before the Zoning Hearing Board to make a request to reword the previous Zoning Hearing Board decision.

H. Fire Chief- End

I. Emergency Management- None

X. Unfinished Business- None

XI. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Discussion on Music in the Park and Saucon Valley Spirit Parade - Council Action

This item was previously discussed under the President's Report.

3. Approval of Land Development Plan for 1360 Whitaker Street; Waiver of Section 309.8, Preliminary Plan Approval; and Waiver of Section 390.2G(2), Driveway Steeper than 7% to 10%- Council Action

Mr. Smith- This Land Development Plan is for an oil delivery service at 1360 Whitaker Street. There are two proposed buildings to house the trucks and an office. The Planning Commission granted conditional approval. Two waivers are required. The first is to allow preliminary/final plan approval. The second is to allow a driveway steeper than 7 percent. The driveway will be not more than 10 percent.

Motion made by Philip Weber, seconded by Earl Hill, to approve the Land Development Plan contingent upon the June 4, 2020, Engineer's Letter; Section 390.8 grant the waiver to allow preliminary/final plan approval; and Section 390.2G(2) grant the waiver to allow a driveway steeper than 7 percent but no more than 10 percent. Motion carried 7-0.

XII Announcements

Mr. Rieger- All meeting will continue to be held via Webex including Budget Sessions.

An Executive Session will be held on August 31, 2020, at 6:00 p.m., to discuss personnel, contract negotiations, and potential sale of Borough owned real estate.

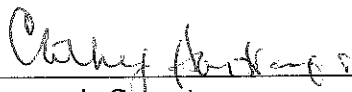
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XIII. Executive Session- None

XIV. Adjournment

Motion made by Michael McKenna seconded by Matthew Marcincin, to adjourn the meeting at 8:29 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 8th Day of September 2020.



Borough Secretary

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

July 2020

This is the monthly report for the Hellertown Police Department from July 1st through July 31st, 2020.

During the month of July the Police received 545 calls for service. We did receive 3 Theft, 11 Domestic/Assault, 7 Forgery/ Fraud, 2 Sex Assault and 9 traffic collision calls. We wrote 63 citations.

The Police Department filed 43 charges including 17 for Narcotics Possession, 3 for DUI, 6 for Theft, 2 for Assault and 1 for False ID to Law Enforcement.

What a difference a year makes, last year I was updating you on National Night Out the ice cream bike ride and Musikfest. Although these events, and all others, have been cancelled, we were still on average for the number of calls in July. We had more drug arrests this July than last and our Forgery/Fraud calls and arrests were up. We are waiting on the reconstruction report from PSP regarding any charges from the pedestrian collision on Main Street and have a few larger cases Detective Dattilio is working on. All in All people appear to be getting back to normal with their daily routines. Any questions or concerns please feel free to stop in or call.

Chief Robert Shupp III

**PUBLIC WORKS AND PARKS DEPARTMENT
MONTHLY REPORT
JULY 2020**

1 ACTIVITY COMPLETED

Removed Two Old Weight Limit Signs on Easton Road
Cold Patched Hole Along Curbing in Mountainview
Repaired Water Pump Carburetor for Pool
Removed Mud From Dugouts
Trimmed Bushes and Trees in Alleys
Trimmed Trees on Certain Streets
Installed COVID Signs at Parks for Movies in the Park
Installed COVID Signage at Library Lot
Removed Tree From Rail Trail
Repaired Rail Trail Gate
Cut Back Rail Trail
Serviced #10, #11, #12, #15, & Mowers
Cut Down Weeds at Gristmill Pond

2 OTHER

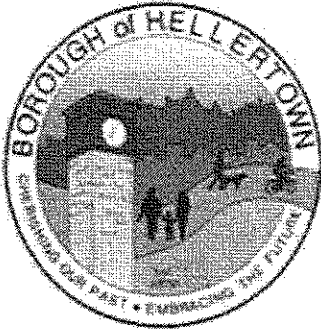
Cleaned and Disinfected Shops and Lunch Room
Cleaned the Millrace
Cleaned Catch Basins
Cleaned Out Wash Bay Pit
Swept Main Street
Filled Dog Waste Bags Weekly
Emptied Trash Barrels Twice Per Week
Weeded Flower Beds Weekly
Waters Flower Bed Three Time Per Week
Mowed Grass Weekly
Add Water to Pool and Vaccum Weekly
Opened Dimmick Park Bathrooms & Clean Daily

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

Painted Parking Spaces at Borough Hall
Stuccoed Outside of Pool Locker Rooms
Installed Metal Siding to Filter Bin
Repaired Cracks in Bandshell Walls
Painted Walls of Bandshell
Painted and Resealed Windows at Pool
Last Garbage Bay Door Was Installed

4 MEETINGS

Virtual Council Meetings
Met Resident at Compost Center to Drop Brush
Meeting With Hopewell About Compost Center Grinding



BOROUGH OF HELLERTOWN

Zoning and Codes Office

685 Main Street

Hellertown, Pennsylvania 18055-1745

Hellertownborough.org

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

2020 Monthly Report July 10-Aug 12

Local Permits Issued:	19
BIA Permits Issued:	19
Sidewalk Inspections:	12
Residential Rental Inspections:	0
Fire Inspections:	0
Service Requests/Complaints	41
Citations:	0
Planning Commission activity:	85 Division St.-Tabled-new plan required
ZHB activity:	None
Meetings/Classes attended:	2 Borough Council 0 Z.H.B. 1 Planning Commission
Court Appearances:	None
Other Information:	
Business Activity:	Off the Trail Eatery, 650 Main St.-Now Open

Borough of Hellertown

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Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 7/10/2020 AND 8/12/2020

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
7/15/2020	Z-200318	HILL, EDWARD W, Accessory Structure-Residential	249 MAIN ST	Q7SW3A-9-9	\$19,350.00	\$153.50
7/15/2020	Z-200319	SNYDER VENTURES LLC, Fence	1319 MAIN ST	Q7NW3D-5-19	\$875.00	\$25.00
7/15/2020	Z-200317	DANUBIO, MARIANNE And ROCCO, Sidewalk	526 MAGNOLIA RD	Q7SW3B-14-4	\$450.00	\$25.00
7/20/2020	Z-200323	ATANOS CAPITAL LLC, Sidewalk	214 CONSTITUTION AVE	Q7SE4A-8-14	\$2,500.00	\$75.00
7/20/2020	Z-200327	SANDROCK, CURTIS A, Sidewalk	1338 JEFFERSON ST	Q7NW3A-7-10	\$1,200.00	\$50.00
7/20/2020	Z-200330	ZEDA, VICTOR And DANIELLE F, Swimming Pool	38 KIERNAN AVE	Q7NW2D-7-9	\$0.00	\$25.00
7/21/2020	Z-200334	ESHLEMAN, T MICHAEL And MELIS Swimming Pool	327 CONSTITUTION AVE	Q7SE4A-9-18	\$50,000.00	\$245.00
7/22/2020	Z-200337	BIRK, MICHAEL J And JANE D, Sidewalk	1400 WHITAKER ST	Q7NW3A-6-1	\$8,500.00	\$100.00
7/27/2020	Z-200350	LOWE, BONNIE S, Shed/fence	72 KIERNAN AVE	Q7NW2D-7-4	\$3,100.00	\$75.00
7/27/2020	Z-200349	HARRISON, GARY J And MELISSA L Sidewalk	914 MAGNOLIA RD	Q7SE4A-10-3	\$1,500.00	\$50.00
7/27/2020	Z-200348	SWINNEY, CASEY D, Addition-Residential	1239 1ST AVE	Q7NW3D-6-9	\$30,000.00	\$185.00
8/4/2020	Z-200358	MILLER, RANDY S And JAMIE L, Retaing Wall	1419 NEW JERSEY AVE	Q7-19-1C	\$2,000.00	\$50.00
8/4/2020	Z-200359	ZEBERT, JAMES, Shed	100 ROTH AVE	Q7NW3A-3-8	\$1,800.00	\$25.00
8/4/2020	Z-200360	RASICH, WALTER J And MARIE T, Fence	403 MAPLE RD	Q7SE4A-5-12	\$800.00	\$25.00
8/10/2020	Z-200367	CONTINUUM PROPERTIES LLC, Sign Permit	110 MAIN ST	Q7SW3D-2-7	\$0.00	\$75.00
8/11/2020	M-200370	, Mobile Food License			\$0.00	\$200.00
8/11/2020	Z-200371	CAPUANO, GEORGE J And LUCY M, Driveway Permit	1367 WHITAKER ST	Q7NW3A-7-16	\$1,500.00	\$50.00
8/11/2020	Z-200372	BOGERT, ALISHA, Patio	100 ACKERMAN ST	Q7NW3D-4-8A-	\$0.00	\$100.00
8/12/2020	Y-200376	ATANOS CAPITAL LLC, Removal	214 CONSTITUTION AVE	Q7SE4A-8-14	\$0.00	\$25.00

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FOR PERMITS ISSUED BETWEEN 7/10/2020 AND 8/12/2020

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
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TOTAL NUMBER OF PERMITS:	19
TOTAL ESTIMATED VALUE:	\$123,575.00
TOTAL PERMIT FEES:	\$1,568.50

Summary by Type

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FOR PERMITS ISSUED BETWEEN 7/10/2020 AND 8/12/2020

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
7/20/2020	B-200331	ZEDA, VICTOR And DANIELLE F,	38 KIERNAN AVE	Q7NW2D-7-9	\$0.00	\$54.50
	Build	Pool				
7/20/2020	E-200332	ZEDA, VICTOR And DANIELLE F,	38 KIERNAN AVE	Q7NW2D-7-9	\$0.00	\$49.50
	Elect	Pool wire				
7/20/2020	F-200326	SMITH, RONALD G And DENNIS R,	1606 MAIN ST	Q7NW2D-7-18	\$4,950.00	\$79.50
	Roof	Roof-Commercial				
7/20/2020	F-200329	SCHOTTMAN CARL And LEIGH,	501 MAGNOLIA RD	Q7SW3B-9-14	\$7,000.00	\$79.50
	Roof	Roof-Residential				
7/20/2020	M-200325	BACIOCCO, RICHARD And CONNOR,	1575 BLEYLER ST	Q7NW2C-7-2	\$6,800.00	\$74.50
	Mechanical	Replacement-Residential				
7/20/2020	P-200324	MANGUNO, BART A And MELISSA,	1014 EASTON RD	Q7SW2B-1-8	\$0.00	\$74.50
	Plumbing	Residential				
7/20/2020	B-200328	SCHOTTMAN CARL And LEIGH,	501 MAGNOLIA RD	Q7SW3B-9-14	\$3,500.00	\$129.50
	Build	Repair/Renovation-Residential				
7/21/2020	E-200336	ESHLEMAN, T MICHAEL And MELIS,	327 CONSTITUTION AVE	Q7SE4A-6-18	\$0.00	\$94.50
	Elect	pool wire				
7/21/2020	B-200335	ESHLEMAN, T MICHAEL And MELIS,	327 CONSTITUTION AVE	Q7SE4A-9-18	\$50,000.00	\$174.50
	Build	In Ground Pool				
7/27/2020	E-200344	DAWSON, JAMES L And BARBARA,	901 MAIN ST	Q7SW2A-7-22	\$5,500.00	\$314.50
	Elect	New Service				
7/27/2020	E-200346	SWINNEY, CASEY D,	1239 1ST AVE	Q7NW3D-6-9	\$0.00	\$104.50
	Elect	Residential				
7/27/2020	M-200342	PENE, DANIEL J,	408 MAPLE RD	Q7SE4A-4-4	\$0.00	\$74.50
	Mechanical	Replacement-Residential				
7/27/2020	M-200343	MURRAY, DAVID J II,	1058 2ND AVE	Q7SW2A-3-5	\$0.00	\$74.50
	Mechanical	New Fuel-Residential				
7/27/2020	P-200347	SWINNEY, CASEY D,	1239 1ST AVE	Q7NW3D-6-9	\$0.00	\$104.50
	Plumbing	Residential				
7/27/2020	B-200345	SWINNEY, CASEY D,	1239 1ST AVE	Q7NW3D-6-9	\$30,000.00	\$314.50
	Build	Addition-Residential				
7/29/2020	F-200354	DEMIDONT, SUZANNE,	1355 2ND AVE	Q7NW3B-12-5	\$15,398.00	\$79.50
	Roof	Roof-Residential				
7/29/2020	F-200355	WRIGHT, MELVIN J And ALISON E,	648 MAIN ST	Q7SW2D-8-4	\$37,500.00	\$79.50
	Roof	Roof-Commercial				
8/10/2020	F-200368	BEEDLE, HELEN E,	102 CEDAR RD	Q7SE4D-3-6	\$6,750.00	\$79.50
	Roof	Roof-Residential				
8/10/2020	F-200365	LIMPAR, KATHLEEN M,	931 MAIN ST	Q7SW2A-7-24	\$9,895.00	\$79.50
	Roof	Roof-Residential				

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DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
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TOTAL NUMBER OF PERMITS:	19
TOTAL ESTIMATED VALUE:	\$177,293.00
TOTAL PERMIT FEES:	\$2,115.50

Summary by Type

13 Residential

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FOR PERMITS ISSUED BETWEEN 7/10/2020 AND 8/12/2020

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
7/10/2020	S-200311 SideInsp	ECKER, SARAH NICOLE KELLY, Sidewalk And Curb Inspection Application	204 DURHAM ST	Q7SW3B-3-2	\$0.00	\$25.00
7/14/2020	S-200313 SideInsp	WITKO, STANISLAW Z And MARZEN Sidewalk And Curb Inspection Application	127 W HIGH ST	Q7NW3A-3-11	\$0.00	\$25.00
7/16/2020	S-200322 SideInsp	HAUFF, CAROL J, Sidewalk And Curb Inspection Application	216 DURHAM ST	Q7SW3B-3-4	\$0.00	\$25.00
7/16/2020	S-200321 SideInsp	KAUFFMAN, GREGG, Sidewalk And Curb Inspection Application	1315 MAIN ST	Q7NW3D-5-18	\$0.00	\$25.00
7/22/2020	S-200338 SideInsp	HAAS, JEREMY B, Sidewalk And Curb Inspection Application	768 DELAWARE AVE	Q7SW2C-4-4	\$0.00	\$25.00
7/24/2020	S-200340 SideInsp	RICAPITO, MORGAN J, Sidewalk And Curb Inspection Application	1527 BROOKSTONE PL	Q7NW2C-4-5-1	\$0.00	\$25.00
7/24/2020	S-200339 SideInsp	SETTELE, VICTORIA And JOSHUA, Sidewalk And Curb Inspection Application	220 RENTZHEIMER DR	Q7SW3B-16-10	\$0.00	\$25.00
7/27/2020	S-200341 SideInsp	WAAS, EUGENE J And MARY ELLEN Sidewalk And Curb Inspection Application	1604 RIEGEL ST	Q7NW2C-1-7	\$0.00	\$25.00
7/31/2020	S-200356 SideInsp	BAKER, RICHARD W, Sidewalk And Curb Inspection Application	32 ACKERMAN ST	Q7NW3D-4-9	\$0.00	\$25.00
8/4/2020	S-200361 SideInsp	CLOONEY, THOMAS And SARA, Sidewalk And Curb Inspection Application	344 CONSTITUTION AVE	Q7SE4A-8-5	\$0.00	\$25.00
8/10/2020	S-200369 SideInsp	MOLITORISZ, ROBERT R And MARY Sidewalk And Curb Inspection Application	844 JUNIPER RD	Q7SE1D-4-2	\$0.00	\$0.00
8/11/2020	S-200374 SideInsp	KRAMER, DAMON S, Sidewalk And Curb Inspection Application	1357 JEFFERSON ST	Q7NW3A-8-18	\$0.00	\$25.00

TOTAL NUMBER OF PERMITS: 12
 TOTAL ESTIMATED VALUE: \$0.00
 TOTAL PERMIT FEES: \$275.00

Summary by Type