

Borough of Hellertown  
Council Meeting Minutes  
Monday, February 1, 2021

**The Meeting Was Held Via Zoom and Streamed Live on Facebook.**

- I. Call to Order – Thomas Rieger, 7:02 p.m.
- II. Pledge - All
- III. Roll Call – Cathy Hartranft

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

Also in attendance were Cathy Hartranft, Tina Krasnansky, Kris Russo, Angie Thiede, Chief Shupp, Michael Corriere, and Bryan Smith. Barry Yonney was absent with prior notification.

- 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. January 19, 2021

Motion made by Earl Hill, seconded by Philip Weber, to approve the January 19, 2021, meeting minutes as written. Motion carried 6-0.

- VI. COVID-19 Briefing

- 1. Administration/Public Works/Finance

- a. Mrs. Hartranft- The offices remain closed to the public. Staff is present daily.

The finances are proceeding as normal.

Public Works has been out plowing for over 24 hours during this storm to keep the roads clear.

Mr. Rieger reminded residents not to put snow back into the street.

2. EMA

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

3. Police

- a. Chief Shupp- The police department is still operating under the COVID Protocol and has plenty of PPE. The Police Department and Borough Hall are still being professionally disinfected on a weekly basis.

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. Chad Miller- Discussion on Musical in the Park

Mr. Miller- Mr. Miller introduced himself as the theatre manager at Saucon Valley High School. Since the arts have been negatively affected by COVID, I am looking to put on a free production of Godspell with Saucon Valley High School students at Dimmick Park at the bandshell. I have chosen Godspell for the flexible sets and limited pit required. I would like to put on performances on June 18-20, 2021.

Mrs. Hartranft inquired if he would require any type of assistance of the borough.

Mr. Rieger- I feel that that Borough can be a true partner in this event and provide Borough assistance. I will also talk to the Chamber and see if they would be interested in partnering on this project.

Mr. Heintzelman- I am glad that Mr. Miller is giving the students an opportunity to showcase their talents. I will assist Mr. Miller in raising funds.

Motion made by Earl Hill, seconded by Philip Weber, to approve the event, dates, and Borough partnership contingent upon CDC guidelines at that time and further coordination with staff. Motion carried 6-0.

B. Agenda Items- None

C. Non-Agenda Items- None

#### VIII. Reports from Elected Officials

##### A. President

Mr. Rieger thanked the Public Works Department for their continued hard work clearing the streets during the storm.

Garbage pickup has been postponed for today and tomorrow. Recycling will be collected Thursday.

##### B. Mayor

Mayor Heintzelman questioned whether parking is permitted across from the Gristmill during snow emergencies.

Chief Shupp- The small strip across from the Gristmill is not used for parking during storms because it is not paved and Public Works cannot plow that area to get cars removed.

Mrs. Hartranft- The Borough does allow overnight parking at Dimmick Park and Water Street Park during snow emergencies.

C. Hellertown Historical Society (Gil Stauffer)

Mr. Stauffer- The Hellertown Historical Society is still closed to the general public. The membership drive information will be mailed out next week.

D. Planning Commission (Philp Weber)

Mr. Weber- The Planning Commission did not have a meeting in January.

E. Hellertown Area Library Board of Trustees (Matthew Marcincin)

Mr. Marcincin was not present for the meeting but did send a message supporting the appointment of the two recommended representatives to the Hellertown Library Board of Trustees.

F. Hellertown Borough Authority (Earl Hill)

Mr. Hill had nothing to report.

G. Hellertown Chamber of Commerce (Tom Rieger)

Mr. Rieger- The Chamber of Commerce is working on planning the summer events.

H. Saucon Valley Partnership (Philip Weber/James Hill)

Mr. Weber had nothing to report.

I. Saucon Rail Trail (Matthew Marcincin)

Mr. Marcincin was not present for the meeting and did not send a report.

J. Hellertown Civil Service Commission (James Hill)

Mr. Hill had nothing to report.

IX. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith- We have received submittals from the contractor for the Main Street Pedestrian Safety Project. The start date will be in late March or early April. I will review the project at the next meeting.

C. Solicitor

Mr. Corriere- I received the executed addendum for the time extension from the Stonewood development.

D. Manager

1. Local Municipality Involvement Process Meeting for Bethlehem Landfill

Mrs. Hartranft- The Borough received information from the DEP regarding the Bethlehem Landfill expansion. A meeting will be held on February 17, 2021, via Webex. I will put the link and contract information on the website for anyone wishing to attend.

Barry and I have been in contact with PennDOT to discuss the 2021 Road Paving Project. We will bring the plan before Council at the next meeting.

E. Chief of Police

Chief Shupp had nothing additional to report.

F. Public Works Director

Mr. Yonney was not present for the meeting as he was plowing snow.

G. Zoning/Codes Officer

Mr. Russo- The Planning Commission will meet on February 9, 2021, to review a sketch plan.

H. Fire Chief

1. Report

Council reviewed the report sent by Chief Maguire.

2. Ladder Truck Update

Randy Yardumian- All components for the new ladder were delivered to the factory. In the last two weeks, the chassis has been assembled, the cab is ninety-five percent complete, and the ladder is ninety-five percent complete. The truck committee will be making a trip to the factory in March for the final inspection. We anticipate one to two months of training and the vehicle going into service late May or early June.

Mr. McKenna inquired if the building is ready to house the vehicle.

Mr. Yardumian- The contractor will be coming to alter the building shortly and the project will be completed before the truck arrives.

I. Emergency Management- None

X. Unfinished Business- None

XI. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Approval of Step Upgrade for Craig Medei to Truck Driver II - Council Action

Mr. Rieger- This step upgrade is in accordance with the Non-Uniform Contract.

Motion made by Michael McKenna, seconded Earl Hill, to approve the Step Upgrade to Truck Driver II for Craig Medei effective January 29, 2021. Motion carried 6-0.

3. Authorization to Order Bucket Truck- Council Action

Mrs. Hartranft- Per the Capital Plan, a bucket truck is scheduled to be purchased in 2022. Mr. Yonney and I are asking that Council allow this purchase in 2021. Our current bucket truck is 26 years old and has cost the Borough about \$30,000.00 in repairs over the last few years. It will take approximately 9-12 months for the vehicle to be delivered. Currently, there is \$114,000.00 toward the purchase. The cost of the vehicle per the quote is approximately \$76,000.00 for the bucket and \$40,000.00 for the chassis.

Motion made by Earl Hill, seconded by Gil Stauffer, to proceed with the bucket truck order. Motion carried 6-0.

4. Authorization to Move Capital Purchase From 2022 to 2021- Council Action

Motion made by Earl Hill, seconded by Gil Stauffer, to move the bucket truck capital purchase from 2022 to 2021. Motion carried 6-0.

5. Appointment of Two Hellertown Residents to Hellertown Area Library Board- Council Action

- i. Beth Bloss
- ii. Andrew Hughes

Mr. Rieger- These appointments are recommended by the Hellertown Area Library Board and Council Liaison, Matthew Marcincin.

Motion made by Michael McKenna, seconded by Philip Weber, to appoint Beth Bloss and Andrew Hughes to the Hellertown Area Library Board. Motion carried 6-0.

6. Discussion on Allowing Temporary Curbside Pickup Signage Along Main Street- Council Action

Motion made by Michael McKenna, seconded by Philip Weber, to proceed with the project. Motion carried 6-0.

XII Announcements

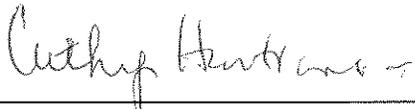
Mr. Rieger urged residents to sign up for alerts, emails, and phone messages from the Borough and to check the Borough's Facebook page for announcements.

XIII. Executive Session- None

XIV. Adjournment

Motion made by Earl Hill, seconded by Philip Weber, to adjourn the meeting at 7:59 p.m. Motion carried 6-0.

Adopted by the Hellertown Borough Council this 16<sup>th</sup> Day of February 2021.



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Borough Secretary