

Borough of Hellertown
Council Meeting Minutes
Monday, March 15, 2021

The Meeting Was Held Via Zoom and Streamed on Facebook Live

- 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
Phillip Weber-	Absent
Mayor Heintzelman-	Present

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

- IV. Adoption of Meeting Agendum

Motion made by Earl Hill, seconded by Matthew Marcincin, to adopt the meeting agendum as written with the additions of Stacey Torkos under Prescheduled Appearances and New Business #11, Authorization to Post 2000 GMC Truck on Municibid. Motion carried 6-0.

- V. Approval of Meeting Minutes

- 1. March 1, 2021

Motion made by Michael McKenna, seconded by Gil Stauffer, to approve the March 1, 2021, meeting minutes as written. Motion carried 6-0.

VI. COVID-19 Briefing

1. Administration/Public Works/Finance

- a. Mrs. Hartranft- We are looking to open Borough Hall on June 1, 2021. The Borough is \$13,000.00 above in Real Estate payments than the same time last year. The EIT is up 5.2 percent.

Mr. Rieger- According to the paper, the Borough will be receiving about \$550,000.00 in stimulus funds. Ms. Hartranft is in contact with our state legislators to determine when we can expect the funds and how it may be utilized.

Mr. McKenna- Do we have enough sanitizing supplies?

Mrs. Hartranft- Yes, we have enough. We have continued to purchase supplies throughout the pandemic.

2. EMA

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

3. Police

- a. Chief Shupp has nothing additional to report.

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. Kim Brown, Saucon Valley Diamond Sports- Request to Waive User's Fees

Mr. Brown- Saucon Valley Diamond Sports is expecting to spend \$3,000-\$4,000.00 toward field and building upkeep this season. We are seeking a waiver of the user's fees as has been done in prior years.

Motion made by Earl Hill, seconded by Matthew Marcincin, to waive the 2021 User's Fess for Saucon Valley Diamond Sports. Motion made by 6-0.

2. Stacey Torkos, Hellertown Historical Society- Discussion on Traffic Control for Easter Egg Hunt

Stacey Torkos- We had a meeting with Chief Shupp and Bob Gerhart with the Lower Saucon Traffic Unit to discuss traffic flow for the Easter Egg Hunt. Since it wasn't on the initial paperwork, we wanted to bring the plan before Council. The traffic plan does require some street closures.

Bob Gerhart- The proposed plan is:

E. Depot street to be closed to southbound traffic at New York Ave.
Milford Alley closed at E Depot Street
Durham Street to be closed to westbound traffic at E Depot Street
Eastbound Durham Street will be open to traffic.

Motion made by Earl Hill, seconded by Gil Stauffer, to approve the traffic plan. Motion carried 6-0.

B. Agenda Items- None

C. Non-agenda Items- None

VIII. Reports from Elected Officials

A. President

Mr. Rieger- Council held an Executive Session on March 11, 2021, and tonight prior to the meeting to discuss personnel and potential litigation. An Executive Session has also been scheduled for March 29, 2021.

B. Mayor

Mayor Heintzelman- The Saucon Valley Spirit Parade will be held on October 24, 2021. We will be looking for sponsors.

I would also like to thank Tom Rieger for his continued work in scheduling and attending all Zoom meeting to make sure they function correctly.

Council requested that a discussion on Trick-or-Treat be placed on the next agenda.

C. Council

Mr. Marcincin- The Saucon Valley Community Center will be honored by the Chamber at their award banquet.

IX. Reports from Appointed Officials

A. Treasurer

1. February 2021 Treasurer's Report
2. February 2021 Statement of Revenues and Expenditures

Motion made by Gil Stauffer, seconded by Michael McKenna, to receive the February 2021 Treasurer's Report and Statement of Revenues and Expenditures. Motion carried 6-0.

B. Engineer

1. Report

Mr. Smith- The bids are currently out for the pavement marking project and public works facility. They will be due toward the end of the month.

C. Solicitor

1. Adoption of Updated Police Mortality Rate

Mr. Corriere- The Pension Board meeting was held on February 22, 2021. At that meeting, the actuary did recommend updating the mortality rate. The MMO will still be zero through state aid. Officers are living longer and this will give more accurate numbers for payment of benefits.

Motion made by Michael McKenna, seconded by Earl Hill, to adopt the updated mortality rate for the Police Pension Plan. Motion carried 6-0.

D. Manager

1. Discussion on Rep. Robert Freeman's Response to Recycling Mandates

Mrs. Hartranft- Last year, the Borough had to go out to bid for recycling. We only received one bid and the cost increased over 50 percent. Similar bids occurred in other municipalities. Council directed me to write a letter to our state representatives regarding Act 101 and discuss our concerns with the cost increase and the flattening revenue. I did receive a response back from Rep. Freeman. He will continue to oppose reallocating recycling funds and has added his name to a bill that would increase the tipping fee from \$2.00 on the ton to \$5.00.

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 6-0.

Chief Shupp- I would like permission from Council to move forward with preparing a noise ordinance. It would set decibel levels for certain times and days of the week. This would overrule the LCB and the businesses would need to abide by our ordinance relating to noise. The LCB can intervene on our behalf. I would have to order some decibel readers.

Council members suggested Chief Shupp purchase a decibel reader to gauge the decibels of traffic noise, lawn equipment, etc.

Motion made by Michael McKenna, seconded by Earl Hill, to create a draft ordinance for Council review. Motion carried 6-0.

F. Public Works Director

1. Monthly Report

Motion made by Matthew Marcincin, seconded by Gil Stauffer, to receive the Public Works Monthly Report and make a part of these minutes. Motion carried 6-0.

G. Zoning/Codes Officer

1. Monthly Report

Motion made by Gil Stauffer, seconded by Earl Hill, to receive the Zoning/Code Enforcement Monthly Report and make a part of these minutes. Motion carried 6-0.

H. Fire Chief- None

I. Emergency Management- None

X. Unfinished Business

1. Review and Recommendation on ZHB-21-02: The appeal of Exchange 21 LLC, 1177 6th St. Whitehall, PA 18052 Appellant seeks a use variance from section 450.15A(1) Industrial uses, to allow housing for the elderly. Appellant also seeks a variance from section 450.15E maximum building height, to allow for 54 feet 3 inches whereas 50 feet maximum is permitted. Property is located at 30 Bachman St.(Q7NW3D810715) in the Industrial District

Mr. Rieger- Council directed letters to go out to all surrounding properties. Planning Commission recommended against granting the requested variances.

Mr. Marcincin- I think we need to listen to the Planning Commission and support their recommendation. The area is very tight, parking is an issue, and I feel that the project is too big for the area.

Mr. Rieger- The other concern I have is that there is a large grade difference between Oak Street and Furnace Street which could possibility result in a height of 64 feet on Furnace Street. I think elderly housing is needed but will not work on that particular parcel.

Mr. Pampanin- If the project were in the Mixed District, it would be too big. If it was in the R-2 District, the height would be too high. The applicant could also ask for rezoning of the parcel. By restricting the height of the building, the applicant will not be able to have 40 units and will create issues with funding.

Mr. Atiyeh- We are willing to adjust the parking area and widen the streets to comply with the Fire Chief's recommendation.

Mr. Earl Hill thought the area is too tight for the project.

Motion made by Earl Hill, seconded by Matthew Marcincin, to recommend that the Zoning Hearing Board does not grant the requested variances. Motion carried 6-0.

XI. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Michael McKenna, seconded by Gil Stauffer, to approve the payments. Motion carried 6-0.

2. Discussion and Authorization to Bid 2021 Road Paving Project- Council Action

Mrs. Hartranft- This a combined 2020/2021 Road Paving Project. Bids would be put on PennBid and due April 15, 2021.

Motion made by Michael McKenna, seconded by Matthew Marcincin, to authorize bidding the 2021 Road Paving Project. Motion carried 6-0.

3. Discussion on Request for Waiver of Sidewalk and Handicap Ramp Installation at 605 Phillips Street

Mr. Russo- I completed the sidewalk inspection at the end of last summer. I made the owner aware of the ordinance requirements when the property has no sidewalks.

Joseph Fabian- This property was originally purchased by our family in 1959. The prior zoning officer discussed the sidewalks back in the 1990s. My mother was told that she would never have to install sidewalks. There is very little foot traffic in the area. We have had estimate between \$12,000.00 to \$16,000.00 to have the sidewalks and handicap ramp installed.

Mr. Rieger- There are sidewalks that Council required to be installed in the vicinity of this home.

Mr. Corriere- The prior zoning officer's employment with the Borough was before all of the UCC and ADA requirements that have required Borough compliance. Instead of the Borough requiring immediate installation, they required that it be completed at the time of sale so funds would be available.

Mr. Rieger- We have only exempted properties where the property layout will not allow installation. Mr. Fabian noted that there is a property up the street that was granted a waiver from Council and has less of a grade than this property.

Andrew Hughes- The New Jersey Avenue hill is an exercise hill for many residents. The cars unfortunately do not always see the people walking. Sidewalks would improve safety.

Motion made by Michael McKenna to table this item until the next meeting. Mr. Russo will provide information on the sidewalk waiver granted for the neighboring property. Motion carried 4-2 (Mr. Rieger and Mr. James Hill opposed).

4. Adoption of DCNR Resolution 21-02, Authorizing Grant Application for Hellertown Greenway Corridor Study and Master Site Plan- Council Action
5. Adoption of DCNR Resolution 21-03, Authorizing Grant Application for Dimmick Park Basketball Court and Swale Greening- Council Action
6. Adoption of Livable Landscape Resolution 21-04, Authorizing Grant Application of \$212,500.00 for Dimmick Park Basketball Court and Swale Greening- Council Action
7. Approval of Livable Landscape Funding Commitment Letter for Dimmick Park Basketball Court and Swale Greening- Council Action

8. Adoption of Livable Landscape Resolution 21-05, Authorizing Grant Application of \$40,000.00 for Hellertown Greenway Corridor Study and Master Site Plan- Council Action
9. Approval of Livable Landscape Funding Commitment Letter for Hellertown Greenway Study and Master Site Plan- Council Action

Mr. Smith- Council had previously discussed a few projects to apply for grant funding. The first project is a new basketball court to be installed at Dimmick Park and a parking lot. Stormwater modifications will be needed due to the parking lot. The grant would also include continued greening of the swale. We are seeking funding from DCNR and Northampton County Livable Landscapes. The other project is the master site plan greenway study which would encompass all Borough owned land along the Saucon Creek. We would also be seeking funding from DCNR and Northampton County Livable Landscapes for this project.

Mrs. Hartranft- Mr. Smith, Mrs. Himmelberger, and I met with members of DCNR and Livable Landscapes are both in support of the projects.

We do need to send a funding commitment letter to DCNR with the grant applications but can use Livable Landscape grants as a match.

Motion made by Michael McKenna, seconded by Earl Hill, to approve New Business Items #4 through #9. Motion carried 6-0.

10. Consent Agenda
 - a. Approval of User's Agreement for Saucon Valley Lacrosse- Council Action
 - b. Approval of User's Agreement for Saucon Valley Diamond Sports- Council Action
 - c. Acknowledgement of Hellertown Royals Request to Use East End Field- Council Action

Motion made by Gil Stauffer, seconded by Earl Hill, to approve Consent Agenda contingent upon all paperwork being received. Motion carried 6-0.

11. Authorization to Post 2000 GMC Truck on Municibid- Council Action

Motion made by Michael McKenna, seconded by Earl Hill, to authorize posting the 2020 GMC Truck for bid on Municibid. Motion carried 6-0.

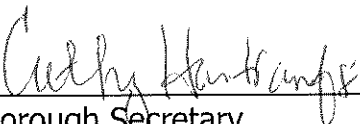
XII Announcements- None

XIII. Executive Session- None

XIV. Adjournment

Motion made by Gil Stauffer, seconded by Michael McKenna, to adjourn the meeting 8:17 p.m. Motion carried 6-0.

Adopted by the Hellertown Borough Council this 5th Day of April 2021.


Borough Secretary

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

February 2021

This is the monthly report for the Hellertown Police Department from February 1st through February 28th, 2021.

During the month of February the Police received 363 calls for service. We did receive 3 Theft, 7 Domestic/Assault, 2 Fraud and 9 traffic collision calls. We wrote 42 citations.

The Police Department filed 11 charges including 4 for Narcotics Possession, 1 for DUI, 2 for Assault and 2 for Escape.

Officers are starting to complete mandatory updates and we are working on scheduling training for this year. This is proving to be a challenge due to the Covid restrictions everywhere. One of our crossing guards found another job so we are crossing the kids at Saucon in the afternoon. We have posted the job opening on our facebook page as well as with Lower Saucon and the school district but we have not received any applications to date. We are still answering calls under the Covid protocols but we can definitely see this is starting to wear on everyone. Hopefully we see some changes moving forward. Any questions feel free to stop in or call.

Chief Robert Shupp III

**PUBLIC WORKS AND PARKS DEPARTMENT
MONTHLY REPORT
FEBRUARY 2021**

1 ACTIVITY COMPLETED

Prepared All Trucks For Winter Storms
Plowed All Streets & Alleys Multiple Times
Cleared All Sidewalk and Walkways Multiple Times
Posted Streets for Snow Removal
Loaded and Removed Snow From Many Streetes
Pushed Back Snow Piles
Washed All Trucks & Removed Plows & Chains After Each Storm
Serviced #2, #3, #5, #8, #9, #13, & Bobcat
Washed, Cleaned Interiors, & Greased All Trucks

2 OTHER

Cleaned and Disinfected Shops and Lunch Room
Cleaned Out Wash Bay Pit
Restocked Borough Hall

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

Trained All Employees on Running Bobcat
Picked Up Parts for Tractors and Plows
Picked Up New Tires for Sanitation
Repaired Pothole
Repaired Patch on Detweiler Until UGI Can Fix Permanently

4 MEETINGS

Virtual Council Meetings & Executive Sessions
Compost Center Meeting
Pool Meeting



BOROUGH OF HELLERTOWN

Zoning and Codes Office

685 Main Street

Hellertown, Pennsylvania 18055-1745

Hellertownborough.org

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

2021 Monthly Report Feb 12-Mar 11

Local Permits Issued:	2
BIA Permits Issued:	14
Sidewalk Inspections:	4
Residential Rental Inspections:	0
Fire Inspections:	0
Service Requests/Complaints	26
Citations:	0
Planning Commission activity:	30 Bachman-recommended not approving use and height variance.
ZHB activity:	Upcoming-30 Bachman
Meetings/Classes attended:	2 Borough Council 0 Z.H.B. 1 Planning Commission
Court Appearances:	None
Other Information:	

Borough of Hellertown
Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 2/12/2021 AND 3/11/2021

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
3/11/2021	Z-210078 Zoning	AMERICAN LEGION POST 397 c/o ED Sign Permit	936 MAIN ST	Q7SW2A-7-25	\$500.00	\$25.00
3/11/2021	Z-210073 Zoning	WEAVER, JOSHUA And JESSICA, Swimming Pool	346 ELLEN ST	Q7SW3C-3A-3	\$62,000.00	\$281.00

TOTAL NUMBER OF PERMITS: 2
TOTAL ESTIMATED VALUE: \$62,500.00
TOTAL PERMIT FEES: \$306.00

Summary by Type

Borough of Hellertown
Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 2/12/2021 AND 3/11/2021

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
2/25/2021	P-210057 Plumbing	YOST, RYAN, Residential	27 ROTH AVE	Q7NW2D-11-18	\$0.00	\$74.50
2/25/2021	E-210056 Elect	TROXEL, BEVERLY M And WILKINS New Service	408 CONSTITUTION AVE	Q7SE4A-1-1	\$3,000.00	\$79.50
2/26/2021	M-210060 Mechanical	LIMANTOUR, J CHRIS And MARY BE Hood and Duct System	662 FRONT ST	Q7SW2D-7-1A	\$22,700.00	\$564.50
2/26/2021	M-210059 Mechanical	LIMANTOUR, J CHRIS And MARY BE Mechanical Fit Out	662 FRONT ST	Q7SW2D-7-1A	\$0.00	\$604.50
2/26/2021	E-210058 Elect	LIMANTOUR, J CHRIS And MARY BE Commercial Fit Out	662 FRONT ST	Q7SW2D-7-1A	\$0.00	\$709.50
3/2/2021	E-210063 Elect	HUNT, DAMON R, New Service	1643 ZIMPFER LN	Q7NW2C-4-1A	\$4,540.00	\$79.50
3/2/2021	E-210062 Elect	HEINTZELMAN, DAVID, New Service	422 FRONT ST	Q7SW3A-1-16	\$2,400.00	\$79.50
3/2/2021	E-210061 Elect	DIEHL, LEROY W And DIANN L, Service Inspection	238 MAIN ST	Q7SW3A-8-3	\$0.00	\$79.50
3/11/2021	F-210071 Roof	CHAFFIER, SARAH A And MICHAEL Roof-Residential	1501 DETWEILER AVE	Q7-16-1	\$19,115.00	\$79.50
3/11/2021	E-210077 Elect	ESTEVEZ, ANTHONY F And LODYS, Residential Solar	1395 WHITAKER ST	Q7NW3A-7-19	\$6,700.00	\$79.50
3/11/2021	E-210074 Elect	WEAVER, JOSHUA And JESSICA, Pool Wiring	346 ELLEN ST	Q7SW3C-3A-3	\$5,150.00	\$94.50
3/11/2021	E-210072 Elect	HORWATH, JOSEPH F, New Service	1607 MAIN ST	Q7NW2D-8-12	\$1,600.00	\$79.50
3/11/2021	B-210076 Build	ESTEVEZ, ANTHONY F And LODYS, Residential Solar	1395 WHITAKER ST	Q7NW3A-7-19	\$2,400.00	\$129.50
3/11/2021	B-210075 Build	WEAVER, JOSHUA And JESSICA, Swimming Pool	346 ELLEN ST	Q7SW3C-3A-3	\$62,000.00	\$104.50

Borough of Hellertown

03/11/2021

Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 2/12/2021 AND 3/11/2021

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
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TOTAL NUMBER OF PERMITS:	14
TOTAL ESTIMATED VALUE:	\$129,605.00
TOTAL PERMIT FEES:	\$2,828.00

Summary by Type

3 Commercial
10 Residential

Borough of Hellertown
Monthly Permit Report

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FOR PERMITS ISSUED BETWEEN 2/12/2021 AND 3/11/2021

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
2/12/2021	S-210049	ALGER, PAUL J And LOMBARDO, K	49 BACHMAN ST	Q7NW3D-4-19	\$0.00 \$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application			
2/24/2021	S-210055	MASLANY, ZACHARY And OLIEMUL	1623 RIEGEL ST	Q7NW2C-2-9	\$0.00 \$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application			
3/3/2021	S-210065	BARAN, RENEE JEAN,	1391 JEFFERSON ST	Q7NW3A-8-23	\$0.00 \$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application			
3/10/2021	S-210070	FREY, JANE,	320 CONSTITUTION AVE	Q7SE4A-8-9	\$0.00 \$25.00
	Sidelnsp	Sidewalk And Curb Inspection Application			

TOTAL NUMBER OF PERMITS: 4
TOTAL ESTIMATED VALUE: \$0.00
TOTAL PERMIT FEES: \$100.00

Summary by Type