

Borough of Hellertown  
Council Meeting Minutes  
Monday, June 21, 2021

**The Meeting Was Held In-Person, 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
Philip Weber-	Present
Mayor Heintzelman-	Present

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

IV. Adoption of Meeting Agendum

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

V. Approval of Meeting Minutes

1. June 7, 2021

Motion made by Gil Stauffer, seconded by Matthew Marcincin, to approve the June 7, 2021, meeting minutes as written. Motion carried 7-0.

VI. COVID-19 Briefing

1. Administration/Public Works/Finance

- a. Mrs. Hartranft- Borough Hall has reopened to the public.

2. EMA

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

3. Police

- a. Chief Shupp had nothing additional to report.

4. Fire

- a. Matthew Simkovic was not present.

5. EMS

- a. Captain Andree was not present.

VII. Courtesies of the Floor

A. Pre-Scheduled Appearance- None

B. Agenda Items

Richard Weddigen, 600 Northampton Street, found the language in section 2b and 2c of the LCB Exemption to be somewhat confusing.

Mr. Corriere offered to remove the "to be exempt" portion to take away the confusion. Once the establishment is exempt from the LCB requirements, they must follow the Borough provided chart.

Mrs. Hartranft noted that the ordinance will still need to be reviewed by the LCB after Borough adoption.

C. Non-agenda Items

Jeremy Moll inquired as to what will be done about the contractor for Stonewood failing to complete outstanding items by deadline.

Mr. Smith- I reached out to the contractor for an update but did not receive a response.

Mr. Russo- They had a deadline of June 15, 2021. Note – the correct date is June 30, 2021.

Mr. Corriere- Council can pull the letter of credit provided they give the developer notice.

Motion made by Matthew Marcincin, seconded by Earl Hill, to have Mr. Smith provide a detailed inspection report on all outstanding items at the next meeting and have Mr. Corriere provide the developer's attorney notice that the Borough will be pulling the letter of credit. Motion carried 7-0.

VIII. Reports from Elected Officials

A. President

Mr. Rieger- The next meeting is scheduled for Tuesday, July 6, 2021, due to the holiday.

B. Mayor

Mayor Heintzelman thanked Mr. Miller and the rest of the cast and crew for putting on the Godspell performance in the park. He also thanked the Hellertown Lions Club for doing concessions.

The Bike Ride with Police is scheduled for June 28, 2021. Registration begins at 5:30 p.m. at Water Street Park.

C. Council

Council had nothing to report.

IX. Reports from Appointed Officials

A. Treasurer

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

Motion made by Michael McKenna, seconded by Earl Hill, to receive the May 2021 Treasurer's Report and Statement of Revenues and Expenditures. Motion carried 7-0.

B. Engineer

1. Report

Mr. Smith- The work on the Main Street Pedestrian Safety Project is almost complete. The final inspection for the rapid flashers will be held next week.

C. Solicitor

Mr. Corriere had only agenda items to discuss.

D. Manager

Mrs. Hartranft- The LVPC will be reviewing the proposed updated Comprehensive Plan on June 22, 2021. Final comments will be brought to the Saucon Valley Partnership in August.

The completed audit will be presented to Council on July 6, 2021.

The Dimmick Pool is scheduled to open tomorrow, weather permitting.

E. Chief of Police

1. Monthly Report

Motion made by Earl Hill, seconded Philip Weber, to receive the Police Monthly Report and make a part of these minutes. Motion carried 7-0.

Chief Shupp- At the last meeting, Council asked Mr. Russo and I to review the truck parking on Front Street. I had the area monitored on both day and night shift. The Police has not received any complaints, the drivers are not parking where they are prohibited. The signage needed to designate parking would be excessive. My recommendation would be to leave the parking as is and the Police Department will handle any complaints moving forward.

Council took no action on this matter.

F. Public Works Director

1. Monthly Report

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

Mr. Yonney- We will be receiving the new garbage truck next week.

Yard Waste collection will be held next week.

The road paving project will now begin on July 6, 2021.

G. Zoning/Codes Officer

1. Monthly Report

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

H. Fire Chief- None

I. Emergency Management- None

X. Unfinished Business- None

XI. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Adoption of Ordinance 836, Noise Ordinance - Council Action

Motion made by Philip Weber, seconded by Earl Hill, to advertise Ordinance 836 with minor wording change and put on the July 6, 2021, agenda for adoption. Motion carried 7-0.

3. Authorization to Pay Invoice #3 to TPD for Main Street Safety Project in the Amount of \$12,283.52- Council Action

Motion made by Gil Stauffer, seconded by Matthew Marcincin, to approve the payment of Invoice #3 to TPD. Motion carried 7-0.

4. Approval of Special Event Request and Request to Waive Fees for Pipes and Paws, September 26, 2021, from 4:30 p.m. to 10:00 p.m.- Council Action

Mayor Heintzelman- This is a Bike Ride from Mission BBQ to Dimmick Park as a fundraiser for abused animals. There will be entertainment, food, and beverages available from Lost Tavern Brewing and Black River Farms.

Mr. Rieger noted that the Borough typically does not host two rentals in a day but did support the fees coming from the donations account.

Motion made by Gil Stauffer, seconded by Earl Hill, to approve the Pipes and Paws Special Event Request and take fees from the donation account. Motion carried 7-0.

5. Authorization to Pay Invoice #4 to Marino Corp for Main Street Safety Project in the Amount of \$172,961.72- Council Action

Motion made by Michael McKenna, seconded by Earl Hill, to pay invoice #4 to Marino Corp. Motion carried 7-0.

6. Approval of Handicap Parking Space at 7 East Depot Street- Council Action

Chief Shupp- The application meets all the requirements of the policy.

Motion made by Earl Hill, seconded by Philip Weber, to approve handicap parking request at 7 East Depot Street. Motion carried 7-0.

7. Authorization for Local Mama Catering to Participate in Restaurant Week at Water Street Park- Council Action

Mrs. Hartranft- Local Mama Catering reached out to me to see if they would be able to set up at tent at Water Street Park to participate in Restaurant Week. They did the same thing last year with no issues. All meals will be pre-ordered.

Motion made by Earl Hill, seconded by Matthew Marcincin, to allow Local Mama Catering to set up tent in Water Street Park for Restaurant Week. Motion carried 7-0.

XII Announcements

Mr. Rieger- An Executive Session was held prior to the meeting at 6:00 p.m. to discuss personnel matters and potential sale of Borough owned land.

XIII. Executive Session- None

XIV. Adjournment

Motion made by Earl Hill, seconded by Gil Stauffer, to adjourn the meeting 7:55 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 6<sup>th</sup> Day of July 2021.

  
Borough Secretary

# HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

## May 2021

This is the monthly report for the Hellertown Police Department from May 1st through May 31st, 2021.

During the month of May the Police received 459 calls for service. We did receive 1 Theft, 5 Domestic/Assault, 2 Forgery and 5 traffic collision calls. We wrote 64 citations.

The Police Department filed 23 charges including 16 for Narcotics Possession, 2 for DUI, 1 for Domestic Assault, and 1 for Fleeing and Eluding a Police Officer.

Our call volume is rising, as expected with summer approaching. The guys have been doing a great job with the narcotics cases we have been working. I'm sure you have read recently how people are not stopping for police that's why I added the fleeing and eluding charge above, it's getting crazy with this. We have the ice cream bike ride with the police coming up which will be fun and we are awaiting the opening of the pool. Any questions or concerns feel free to call or stop by.

Chief Robert Shupp III

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

**1 ACTIVITY COMPLETED**

Repaired Pool Liner  
Repaired Drinking Fountains at Dimmick Park  
Trimmed Trees at Water Street Park  
Planted Flower Beds  
Installed New Memorial Bench  
Installed Shade and Flag at Performance Stage  
Assisted With TV Monitor in Council Chambers  
Mr. Yonney & Mr. Koch Took Pesticide Applicator Test  
Began Pressurewashing Pool Deck  
Serviced #11 & Sweeper  
Pressurewashed Pavilion and Moved Tables for Chamber Event

**2 OTHER**

Cleaned and Disinfected Shops and Lunch Room  
Cleaned the Millrace  
Cleaned Catch Basins  
Cleaned Out Wash Bay Pit  
Swept Main Street & Other Areas  
Filled Dog Waste Bags Weekly  
Cleaned Bathrooms Daily  
Emptied Trash Barrels Weekly  
Mowed All Locations Weekly  
Waters All Flower Beds Three Times Per Week  
Weeded All Flower Beds Weekly  
Cleaned Out Fountains

**3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH**

Dug Out Garage Floors  
Poured Concrete Floors  
Cleaned and Filled Pool  
Repaired Grist Mill Road

**4 MEETINGS**

Virtual Council Meetings & Executive Sessions  
Meeting for Road Paving Project  
Meeting for Main Street Safety Project



# 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 May 13-June 17

<b>Local Permits Issued:</b>	13
<b>BIA Permits Issued:</b>	19
<b>Sidewalk Inspections:</b>	15
<b>Residential Rental Inspections:</b>	3
<b>Fire Inspections:</b>	2
<b>Service Requests/Complaints</b>	36

**Citations:** 0

**Planning Commission activity:** None

**ZHB activity:** 1527 Easton Rd rezoning challenge(continued)

**Meetings/Classes attended:**  
2 Borough Council  
1 Z.H.B.  
0 Planning Commission

**Court Appearances:**

**Other Information:** Home sales continue to rise, property maintenance complaints are holding steady.

**Borough of Hellertown  
Monthly Permit Report**

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**FOR PERMITS ISSUED BETWEEN 5/13/2021 AND 6/17/2021**

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
5/13/2021	Y-210187 Shade	MALONE, GERALD C And SANDRA Removal	302 CONSTITUTION AVE	Q7SE4A-8-12	\$0.00	\$25.00
5/17/2021	Y-210188 Shade	ANDREE, CHARLES R JR And JOAN Removal	814 MAGNOLIA RD	Q7SE4A-9-1	\$0.00	\$25.00
5/20/2021	Z-210194 Zoning	PAPAGEORGIOU, IOANNIS And IRE Shed	837 MAIN ST	Q7SW2A-9-12	\$1,000.00	\$50.00
5/20/2021	Z-210193 Zoning	PECK, BRIAN J, Fence	433 BIRCH RD	Q7SE1D-5-14	\$6,638.00	\$100.00
5/25/2021	Z-210208 Zoning	SILBER, DOROTHY WONG And SIG Fence	1077 NEW JERSEY AVE	Q7SW2B-5-10	\$6,820.00	\$100.00
5/25/2021	Z-210207 Zoning	612 MAIN STREET LLC, Sign Permit	612-14 MAIN ST	Q7SW2D-8-10A	\$900.00	\$25.00
5/25/2021	D-210206 Dumpster	SCHILLING, EVELYN, Dumpster Permit	122 E CHESTNUT ST	Q7SW2A-7-9	\$0.00	\$75.00
6/8/2021	Z-210236 Zoning	RECCO, VINCENT PETER, Fence	269 NORTHAMPTON ST	Q7SW3B-12-19	\$2,500.00	\$75.00
6/8/2021	Z-210235 Zoning	JOHNSON, ANGELA, Driveway Permit	1049 MAIN ST	Q7SW2A-2-17	\$4,795.00	\$75.00
6/8/2021	Y-210232 Shade	VOLKMAN, CARL S And TONI ANN, Removal	468 MAPLE RD	Q7SE1D-5-7	\$0.00	\$25.00
6/8/2021	M-210234 MobileFood	, Mobile Food License			\$0.00	\$25.00
6/8/2021	D-210233 Dumpster	FRANKENFIELD, VIDA M And DALE Dumpster Permit	210 FRONT ST	Q7SW3A-5-4A	\$0.00	\$75.00
6/14/2021	Z-210251 Zoning	PAYUNG, HERBERT C And TERESE Driveway Permit	850 WILLOW RD	Q7SE4D-6-3B	\$5,200.00	\$100.00

TOTAL NUMBER OF PERMITS: 13  
TOTAL ESTIMATED VALUE: \$27,853.00  
TOTAL PERMIT FEES: \$775.00

Summary by Type

**Borough of Hellertown**  
**Monthly Permit Report**

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FOR PERMITS ISSUED BETWEEN 5/13/2021 AND 6/17/2021

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
5/20/2021	E-210196 Elect	YOUSE, RICHARD D JR And HEATH Pool Wire	450 MAPLE RD	Q7SE1D-5-10	\$1,500.00	\$54.50
5/20/2021	B-210195 Build	YOUSE, RICHARD D JR And HEATH Above ground Pool	450 MAPLE RD	Q7SE1D-5-10	\$0.00	\$54.50
5/21/2021	E-210200 Elect	CHASE, PATRICIA A, Residential	123 KICHLINE AVE	Q7NW2D-3-6	\$2,000.00	\$84.50
5/21/2021	E-210202 Elect	KOZAK, GEORGE JR ET AL, New Service	0 KIERNAN AVE.(LOT/Garag	Q7NW2D-7-5	\$1,000.00	\$129.50
5/21/2021	M-210198 Mechanical	CHASE, PATRICIA A, Replacement-Residential	123 KICHLINE AVE	Q7NW2D-3-6	\$6,000.00	\$104.50
5/21/2021	P-210199 Plumbing	CHASE, PATRICIA A, Residential	123 KICHLINE AVE	Q7NW2D-3-6	\$0.00	\$149.50
5/25/2021	P-210209 Plumbing	ORTBACH, KENNETH J, Water Heater	301 E SAUCON ST	Q7SW3B-4-7	\$0.00	\$74.50
6/2/2021	E-210218 Elect	HORVATH, WILLIAM L JR, Residential Solar	41 SPRUCE ST	Q7SW3A-9-2	\$14,400.00	\$79.50
6/2/2021	B-210217 Build	HORVATH, WILLIAM L JR, Solar	41 SPRUCE ST	Q7SW3A-9-2	\$9,600.00	\$129.50
6/3/2021	E-210221 Elect	DEMASI, FRANCIS And DOROTHY, New Service	738 MAGNOLIA RD	Q7SW3B-15-3	\$2,000.00	\$79.50
6/3/2021	B-210220 Build	RAAB, JOANN, Repair/Renovation-Commercial	1109-11 MAIN ST.	Q7NW3D-9-11	\$23,000.00	\$504.50
6/7/2021	B-210227 Build	NANSTEEL KENNETH F III ET AL, Repair/Renovation-Residential	1400 DETWEILER AVE	Q7NW3B-10-7	\$5,500.00	\$129.50
6/7/2021	F-210225 Roof	SAUERWINE, ARTHUR W And SHAR Roof-Residential	1073 3RD AVE	Q7NW3C-21-5	\$2,834.00	\$79.50
6/7/2021	F-210226 Roof	ISRAEL, RANDY L And JENNIFER A, Roof-Residential	1045 EASTON RD	Q7SW2B-7-11	\$6,500.00	\$79.50
6/10/2021	E-210241 Elect	LONG, MARY ANN E, New Service	1133 1ST AVE	Q7NW3D-10-11	\$1,500.00	\$79.50
6/10/2021	P-210240 Plumbing	HUNT, DAMON R, Residential	1643 ZIMPFER LN	Q7NW2C-4-1A	\$0.00	\$74.50
6/10/2021	P-210242 Plumbing	HIBBLER, DONNA, Residential	1405 WHITAKER ST	Q7NW3A-7-20	\$0.00	\$74.50
6/14/2021	E-210250 Elect	MEYERS, STEPHANIE, Residential	1429 KEILMAN AVE	Q7NW3B-7-7	\$800.00	\$69.50
6/14/2021	B-210249 Build	MEYERS, STEPHANIE, Repair/Renovation-Residential	1429 KEILMAN AVE	Q7NW3B-7-7	\$5,800.00	\$129.50

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**FOR PERMITS ISSUED BETWEEN 5/13/2021 AND 6/17/2021**

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
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TOTAL NUMBER OF PERMITS:	19
TOTAL ESTIMATED VALUE:	\$82,434.00
TOTAL PERMIT FEES:	\$2,160.50

**Summary by Type**

1 Commercial  
16 Residentail

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**FOR PERMITS ISSUED BETWEEN 5/13/2021 AND 6/17/2021**

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
5/17/2021	S-210189 SideInsp	PFEIFFER, GORDON R And MARY J, Sidewalk And Curb Inspection Application	1125 2ND AVE	Q7NW3C-14-7	\$0.00 \$25.00
5/20/2021	S-210197 SideInsp	MINDLER, CORY And STEPHANIE J, Sidewalk And Curb Inspection Application	895 NEW JERSEY AVE	Q7SW2C-5-13	\$0.00 \$25.00
5/21/2021	S-210203 SideInsp	UNIVEST BANK And TRUST CO, Sidewalk And Curb Inspection Application	620 MAIN ST	Q7SW2D-8-10	\$0.00 \$25.00
5/21/2021	S-210201 SideInsp	CARR, EDWARD R And JENNIFER L, Sidewalk And Curb Inspection Application	1644 ILONA DR	Q7NW2C-4-28	\$0.00 \$25.00
5/24/2021	S-210205 SideInsp	THIRD LV HOMES LLC, Sidewalk And Curb Inspection Application	111 E THOMAS AVE	Q7NW3D-7-10	\$0.00 \$25.00
5/24/2021	S-210204 SideInsp	DOKLAN, JAMES C And PIA-REY, Sidewalk And Curb Inspection Application	1430 DETWEILER AVE	Q7NW3B-10-2	\$0.00 \$25.00
5/25/2021	S-210210 SideInsp	MACK, CHRISTOPHER R, Sidewalk And Curb Inspection Application	1068 NEW JERSEY AVE	Q7SW2B-4-5	\$0.00 \$25.00
5/27/2021	S-210213 SideInsp	DELEON, ALEXANDER And ELIZAB, Sidewalk And Curb Inspection Application	638 MAIN ST	Q7SW2D-8-5A	\$0.00 \$25.00
5/27/2021	S-210212 SideInsp	FIorentino, JAMES A And DOLOR, Sidewalk And Curb Inspection Application	1537 MAIN ST	Q7NW3A-5-9	\$0.00 \$25.00
5/28/2021	S-210215 SideInsp	KELLER, ANDREA F, Sidewalk And Curb Inspection Application	1404 WASHINGTON ST	Q7NW3A-8-7	\$0.00 \$25.00
6/2/2021	S-210216 SideInsp	GOULD, ANDREW, Sidewalk And Curb Inspection Application	918 NEW YORK AVE	Q7SW2B-14-3	\$0.00 \$25.00
6/4/2021	S-210223 SideInsp	JOHNSON, ADAM KEITH, Sidewalk And Curb Inspection Application	49 W SAUCON ST	Q7SW3A-2-15C	\$0.00 \$25.00
6/9/2021	S-210239 SideInsp	ROCKFORD FLIP LLC, Sidewalk And Curb Inspection Application	92.5 MAIN ST	Q7SW3D-5-2A	\$0.00 \$25.00
6/16/2021	S-210253 SideInsp	SINKO, ADRIAN G And DONNA R, Sidewalk And Curb Inspection Application	1071 MAIN ST	Q7SW2A-2-21	\$0.00 \$25.00
6/16/2021	S-210252 SideInsp	KULP, JULIE, Sidewalk And Curb Inspection Application	116 E HIGH ST	Q7NW3A-11-3A	\$0.00 \$25.00

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**FOR PERMITS ISSUED BETWEEN 5/13/2021 AND 6/17/2021**

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DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
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TOTAL NUMBER OF PERMITS:	15
TOTAL ESTIMATED VALUE:	\$0.00
TOTAL PERMIT FEES:	\$375.00

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**Summary by Type**