

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

**The Meeting Was Held In-Person, Via Zoom, and Streamed on Facebook Live**

**An Executive Session Was Held Prior to the Meeting to Discuss Potential Litigation, Litigation, Personnel, and Potential Sale of Borough Owned Property**

- I. Call to Order – Thomas Rieger, 7:04 p.m.
- II. Pledge - All
- III. Roll Call – Cathy Hartranft

Earl Hill-	Present
James Hill-	Present
Andrew Hughes-	Present
Matthew Marcincin-	Present
Michael McKenna-	Present
Thomas Rieger-	Present
Gil Stauffer-	Present
Mayor Heintzelman-	Present

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

- IV. Adoption of Meeting Agendum

Motion made by Michael McKenna, seconded by Matthew Marcincin, to adopt the meeting agendum as written with the addition of New Business #9, Color Selection for Public Works Facility. Motion carried 7-0.

- V. Approval of Meeting Minutes

- 1. November 1, 2021

Motion made by Gil Stauffer, seconded by Matthew Marcincin, to approve the November 1, 2021, meeting minutes as written. Motion carried 7-0.

**\*\*\*\*\*Public Hearing on Ordinance 837, Vacating Portion of Oak and Hemlock Streets- Council Action\*\*\*\*\***

Mr. Corriere- The owner of the property requested a vacation of a portion of Oak and Hemlock Streets. The owner was verified to own all abutting parcels. The ordinance was advertised twice. The advertising costs were paid for by the requester. Concerned citizens could file a petition. No petitions were filed.

No comments were received from the public.

Motion made by James Hill, seconded by Matthew Marcincin, to adopt Ordinance 837. Motion carried 4-3 (Mr. Earl Hill, Mr. Rieger, and Mr. Hughes opposed).

The public hearing was closed at 7:14 p.m.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearance

1. Lee Weidner- Discussion on Main Street Pedestrian Safety

Mr. Weider was unable to make the meeting.

B. Agenda Items- None

C. Non-agenda Items

VII. Reports from Elected Officials

A. President

Mr. Rieger- The Borough has launched Phase II of the Hometown Hero Banners

B. Mayor

Mayor Heintzelman- Light-Up Night is November 26, 2021.

C. Council

Mr. Hughes- Mayor Heintzeman and I were asked to speak at the Veteran's Day Ceremony.

VIII. Reports from Appointed Officials

A. Treasurer

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

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

B. Engineer

1. Report

Mr. Smith- The Dimmick Park Swale Greening Project is nearing completion and will move into the maintenance period.

The contractor will begin asphalt paving shortly for the Walnut Street Trail Crossing Improvement Project.

C. Solicitor

Mr. Corriere had only agenda items to discuss.

D. Manager

Mrs. Hartranft had only agenda items to discuss.

E. Chief of Police

1. Monthly Report

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

G. Zoning/Codes Officer

1. Monthly Report

Motion made by Matthew Marcincin, seconded by Gil Stauffer, 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

IX. Unfinished Business- None

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Adoption of Resolution 21-12, Multi-Municipal Comprehensive Plan Update-Council Action

Mrs. Hartranft- Many months have been spent updating the Multi-Municipal Comprehensive Plan. The proposed updates have been made available on the respective websites for public comment. This will also be going before Lower Saucon Council and the Saucon Valley School Board for adoption.

Motion made by Gil Stauffer, seconded by Andrew Hughes, to adopt Resolution 21-12. Motion carried 7-0.

3. Authorization to Purchase Single Cart Tipper in the Amount of \$11,637.10-  
Council Action

Mrs. Hartranft- This item is installed on the sanitation trucks to assist in lifting the cans. Staff recommends installing on one truck for the time being. The quote was received by Grand Turk for the cart tipper and installation in the amount of \$11,637.10.

Motion made by Michael McKenna, seconded by Matthew Marcincin, to purchase the single cart tipper. Motion carried 7-0.

4. Approval of TNR Program for 2022- Council Action

Mrs. Hartranft- The cost per cat is \$40.00. There was no increase from the 2021 contract.

Motion made by Michael McKenna, seconded by Earl Hill, to approve the 2022 TNR Contract. Motion carried 7-0.

5. Approval to Extend Saucon Valley Farmers' Market November 28, 2021, and December 5, 2021, From 10:00 a.m. to 12:00 p.m.- Council Action

Motion made by Gil Stauffer, seconded by Matthew Marcincin, to approve the extension of the Farmers' Market. Motion carried 7-0.

6. Approval of Hellertown Area Library Agreement Effective January 1, 2022-  
Council Action

Mrs. Hartranft- This is a 5-year agreement. The Borough did increase their contributions to the library from the last agreement. The Borough's in-kind services are acknowledged in the agreement.

Mr. James Hill was concerned with the in-kind services being outlined in the agreement and felt like the Borough would be obligated to provide those services for the term of the agreement.

Mr. Rieger- The intent was for the Borough to get recognized for the services that we provide.

Mr. Corriere suggested the change that the maintenance will be provided at the Borough's absolute and sole discretion.

Motion made by Andrew Hughes, seconded by Matthew Marcincin, to approve the Hellertown Area Library Agreement with the suggested change. Motion carried 7-0.

7. Authorization to Award Bid for 1995 Bucket Truck in the Amount of \$10,700.00- Council Action

Motion made by Michael McKenna, seconded by James Hill, to award the bid of the 1995 Bucket Truck in the amount of \$10,700.00. Motion carried 7-0.

8. Discussion on Developer Request for Multiple Zoning Amendments, Procedural Overview, and Next Steps. This item is for Discussion Only and No Formal Action Will Be Taken.

Mr. Corriere- Staff has had several meetings with the developer. They are requesting an overlay district which would require Council's approval. The overlay would allow for additional uses, specifically, adding mid-rise apartments.

Gabe Solms explained the proposed multi-family development. About 80 percent will be one bedroom or studios. The other 20 percent will be two bedroom. The site is currently 90 percent impervious. We are looking to reduce that to 60 percent impervious.

Mrs. Hartranft inquired if the property is located in a flood zone. Mr. Solms informed that it is close but not in the flood zone.

Chris Pektor- We would need Council to change the ordinance to allow mid-rise apartments to be permitted. Once changed, there would still be two steps. The overlay would have to be made available. There would be specific criteria. We have proposed 5 acre requirement, would have to be next to a public park, etc. Then we would need a conditional use.

Mr. Rieger brought up Council's concern with that being considered spot zoning which has previously resulted in litigation.

Mr. Solms- We looked at the criteria carefully. It is not intended for just this property. It would apply to other properties in the Shopping Center District.

The parking was recalculated at 1.1 parking spaces per bedroom. There are additional reserve parking spaces that could be paved as needed.

Council and staff would like to see a more local parking study rather than from Montgomery County with different driving habits.

Mr. Solms- Originally, we were proposing three-story buildings but to keep with the minimum unit size, it will need to be four-stories.

Mr. Rieger noted that they are now looking at building heights above what is allowable in the ordinance.

Mr. Solms- The barn will be kept and used as commercial space. We currently have a brokerage office in the house which might be subdivided.

Mr. Smith- The parking requirements for mid-rise apartments according to our ordinance is actually 3 parking spaces per unit. Also, the house could not be subdivided and still used in the calculation for shared parking. It has to be all one parcel.

The main concerns from Council, staff, and residents are that lack of parking and the traffic.

The developer will complete a parking study to try an alleviate some of those concerns.

Motion made by Matthew Marcincin to table this item until the second meeting in January for discussion only. Motion carried 7-0.

#### 9. Approval of Color Selection for Public Works Facility- Council Action

Motion made by James Hill, seconded by Michael McKenna, to approve the selection of ivy green for the roof and light stone for the walls of the Public Works Facility. Motion carried 7-0.

XI. Announcements

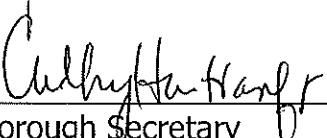
Mr. Rieger- The Chamber has asked Council to be in charge of the snack and hot chocolate stand for Light Up Night

XII. Executive Session- None

XIII. Adjournment

Motion made by Andrew Hughes, seconded by Michael McKenna, to adjourn the meeting at 9:11 p.m. Motion carried 7-0.

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

  
Borough Secretary



# HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

## October 2021

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

During the month of October the Police received 451 calls for service. We did receive 5 Forgery/Fraud, 2 Theft, 9 Domestic/Assault, 1 Sex Offense and 9 traffic collision calls. We wrote 58 citations.

The Police Department filed 30 charges including 10 for Narcotics Possession, 7 for DUI, 1 for Aggravated Assault, 4 for Possession With the Intent to Deliver Narcotics, 1 for Escape, 1 for Tampering with Evidence and 1 for Fleeing and Eluding a police officer.

As of the end of the month the Police have completed all necessary training requirements for the year and we are now working on setting up all training for next year. The Halloween parade was a great success again this year, we had 2 vehicles and 1 bike officer in the parade. Trick or Treat was also a great success and we received no calls for criminal mischief. The officers had another outstanding month in regards to criminal arrests. We had 4 PWI arrests on cases we had been working on. The guys have been doing an outstanding job. Any questions please feel free to stop in or call.

Chief Robert Shupp III

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

**1 ACTIVITY COMPLETED**

Received New Bucket Truck  
Hauled Dirt to Level PW Facility Base  
Began Leaf Collection  
Tested Christmas Wreaths  
Contractor Came to Look at Fountain Light  
Rolled Stone for PW Facility Driveway  
Repaired Stones Washed-Out at Dimmick Swale  
Replace Deteriorated Dugout Steps  
Moved & Stored Youth Sports & Baseball Food During Power Outage  
Serviced #1, #3, #5, #7, #10, #11, #12, #19, & Leaf Picker

**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  
Weeded All Flowerbeds Weekly  
Cleaned Out Fountains

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

Hauled Stone to PW Facility for Authority  
Finished Digging Out PW Facility Driveway  
Removed Old Fence At PW Facility  
Cleaned Out Flower Beds and Rain Gardens  
Removed Goal Posts and Bleachers at Dimmick

**4 MEETINGS**

Council Meetings & Executive Sessions  
Budget Meetings  
Flood Mitigation Meeting  
Meeting With Authority for PW Facility



# 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 Oct 14-Nov 15

<b>Local Permits Issued:</b>	9
<b>BIA Permits Issued:</b>	14
<b>Sidewalk Inspections:</b>	11
<b>Residential Rental Inspections:</b>	2
<b>Fire Inspections:</b>	0
<b>Service Requests/Complaints</b>	17
<b>Citations:</b>	0
<b>Planning Commission activity:</b>	Sketch Plan, discussion 221-229 Kichline
<b>ZHB activity:</b>	None
<b>Meetings/Classes attended:</b>	2 Borough Council 0 Z.H.B. 1 Planning Commission
<b>Court Appearances:</b>	
<b>Other Information:</b>	

**Borough of Hellertown  
Monthly Permit Report**

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9:43 AM  
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**FOR PERMITS ISSUED BETWEEN 10/14/2021 AND 11/15/2021**

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
10/14/2021	Z-210461	WOLST, CINDY L, Sidewalk	1234 EASTON RD	Q7NW3C-10-2	\$1,750.00	\$50.00
10/28/2021	Z-210479	SMITH, ELVIN J JR, Shed	134 E HIGH ST	Q7NW3B-4-2	\$500.00	\$25.00
11/1/2021	Y-210480	FRENCH, DEREK A And LEHMAN, K Removal	883 NEW JERSEY AVE	Q7SW2C-5-11	\$0.00	\$25.00
11/5/2021	Y-210488	POWERS, PATRICK J And COBY LY Removal	815 JUNIPER RD	Q7SE1D-1-22	\$0.00	\$25.00
11/5/2021	D-210494	KHEIR INVESTMENTS LLC, Dumpster Permit	1325 1ST AVE	Q7NW3A-13-7	\$0.00	\$75.00
11/5/2021	D-210493	KHEIR INVESTMENTS LLC, Dumpster Permit	1325 1ST AVE	Q7NW3A-13-7	\$0.00	\$75.00
11/5/2021	D-210487	OTD PROPERTIES LLC c/o KIM MAR Dumpster Permit	327 CEDAR RD	Q7SE4A-8-29	\$0.00	\$75.00
11/9/2021	D-210497	VESELY, JOHN, Pod Permit	205 E HIGH ST	Q7NW3B-1-6	\$0.00	\$75.00
11/15/2021	Z-210502	COLLIER, DAVID C, Fence	133 E CHESTNUT ST	Q7SW2B-1-14	\$900.00	\$25.00

TOTAL NUMBER OF PERMITS:	9
TOTAL ESTIMATED VALUE:	\$3,150.00
TOTAL PERMIT FEES:	\$450.00

Summary by Type

**Borough of Hellertown  
Monthly Permit Report**

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**FOR PERMITS ISSUED BETWEEN 10/14/2021 AND 11/15/2021**

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
10/14/2021	M-210460 Mechanical	COLE, JENNIFER E, Replacement-Residential	1380 3RD AVE	Q7NW3B-12-2	\$8,400.00	\$74.50
10/20/2021	B-210466 Build	HELLERTOWN BOROUGH, New Construction-Commercial	0 NORTHAMPTON(Public Wo	Q7SW3B-7-3	\$0.00	\$3,657.50
10/22/2021	B-210468 Build	HELLERTOWN BOROUGH, New Construction-Commercial	0 NORTHAMPTON(Public W	Q7SW3B-7-3	\$0.00	\$3,934.50
10/28/2021	M-210476 Mechanical	VRESICS, THOMAS JOSEPH And JA Replacement-Residential	845 ELM RD	Q7SE4A-11-3L	\$10,860.00	\$144.50
10/28/2021	E-210478 Elect	DALONI, ERIN, Residential	432 WILLOW RD	Q7SE4A-5-3	\$4,500.00	\$94.50
10/28/2021	E-210475 Elect	VRESICS, THOMAS JOSEPH And JA Residential	845 ELM RD	Q7SE4A-11-3L	\$200.00	\$69.50
10/28/2021	E-210474 Elect	MATEY, SUZANNE M, New Service	900 MAIN ST	Q7SW2A-6-8	\$1,400.00	\$79.50
10/28/2021	B-210477 Build	DALONI, ERIN, Repair/Renovation-Residential	432 WILLOW RD	Q7SE4A-5-3	\$15,000.00	\$199.50
11/1/2021	E-210481 Elect	KAUFMAN, DAMIEN WILLIAM And B Residential Solar	630 LINDEN AVE	Q7NW3C-18-1	\$1,000.00	\$79.50
11/1/2021	B-210482 Build	KAUFMAN, DAMIEN WILLIAM And B Residential Solar	630 LINDEN AVE	Q7NW3C-18-1	\$58,888.00	\$129.50
11/4/2021	F-210485 Roof	SINGLEYS REAL ESTATE LLC, Roof-Commercial	46 - 76 W WATER ST	Q7SW2D-8-1	\$22,500.00	\$454.50
11/5/2021	F-210489 Roof	NOVAK, JACOB And AUDRIANA, Roof-Residential	566 HENRY ST	Q7SW3B-17-9	\$9,500.00	\$79.50
11/9/2021	F-210486 Roof	AUGELLO, CHRISTINA And JENNA, Roof-Residential	115 ROTH AVE	Q7NW2D-11-23	\$6,560.00	\$79.50
11/9/2021	F-210495 Roof	GASDASKA, ROBERT F JR And GEO Roof-Residential	113 ROTH AVE	Q7NW2D-11-23	\$6,560.00	\$79.50

**Borough of Hellertown**

11/15/2021

**Monthly Permit Report**

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**FOR PERMITS ISSUED BETWEEN 10/14/2021 AND 11/15/2021**

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<b>DATE PERMIT</b>	<b>PERMIT #</b>	<b>OWNER</b>	<b>PROPERTY ADDRESS</b>	<b>PARCEL</b>	<b>EST VALUE</b>
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<b>TOTAL NUMBER OF PERMITS:</b>	<b>14</b>
<b>TOTAL ESTIMATED VALUE:</b>	<b>\$145,368.00</b>
<b>TOTAL PERMIT FEES:</b>	<b>\$0,166.00</b>

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**Summary by Type**

- 2 Commercial**
- 8 Residential**

**Borough of Hellertown  
Monthly Permit Report**

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**FOR PERMITS ISSUED BETWEEN 10/14/2021 AND 11/15/2021**

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
10/14/2021	S-210462 Sidelnsp	LINNEY, BE, Sidewalk And Curb Inspection Application	1441 NEW JERSEY AVE	Q7-19-1B	\$0.00 \$25.00
10/15/2021	S-210463 Sidelnsp	BUCK, BRIAN D JR And RILL, Sidewalk And Curb Inspection Application	1325 DETWEILER AVE	Q7NW3B-15-4	\$0.00 \$25.00
10/22/2021	S-210470 Sidelnsp	MIALE, JOSEPH F, Sidewalk And Curb Inspection Application	932 JUNIPER RD	Q7SE1D-5-3	\$0.00 \$25.00
10/22/2021	S-210469 Sidelnsp	LIPARE, LOUIS T And LOUISE C, Sidewalk And Curb Inspection Application	432 LOCUST RD	Q7SE4A-2-1	\$0.00 \$25.00
10/25/2021	S-210471 Sidelnsp	MAHALETZ, ADAM B, Sidewalk And Curb Inspection Application	1377 WHITAKER ST	Q7NW3A-7-17	\$0.00 \$25.00
10/27/2021	S-210473 Sidelnsp	HENIG, TRACEY E, Sidewalk And Curb Inspection Application	90 MAIN ST	Q7SW3D-5-3	\$0.00 \$25.00
11/1/2021	S-210484 Sidelnsp	MAURIELLO, VINCENT J And VICTO Sidewalk And Curb Inspection Application	112 FRONT ST	Q7SW3D-1-4	\$0.00 \$25.00
11/4/2021	S-210486 Sidelnsp	KERCHNER, EMILY, Sidewalk And Curb Inspection Application	308 CEDAR RD	Q7SE4A-7-9	\$0.00 \$25.00
11/5/2021	S-210490 Sidelnsp	QUAY, DANIEL M, Sidewalk And Curb Inspection Application	1080 EASTON RD	Q7NW3C-21-3	\$0.00 \$25.00
11/9/2021	S-210498 Sidelnsp	YOUPA, CHRISTOPHER, Sidewalk And Curb Inspection Application	222 NORTHAMPTON ST	Q7SW3B-11-8	\$0.00 \$25.00
11/10/2021	S-210501 Sidelnsp	KIMENHOUR, GRACE And JANICE, Sidewalk And Curb Inspection Application	833 JUNIPER RD	Q7SE1D-1-19	\$0.00 \$25.00

TOTAL NUMBER OF PERMITS: 11  
TOTAL ESTIMATED VALUE: \$0.00  
TOTAL PERMIT FEES: \$275.00

Summary by Type

## Property Maintenance Notices Nov- 2021

111 Penn St.	Notice	Junk vehicle
941 Easton Rd	Notice	Pole placed in ROW
Sunoco	Notice	Litter on property/cleanup
Dunkin Donuts	Notice	Garbage Coral clean up
1325 1 <sup>st</sup> Ave	Notice	Roof work, no permit
803 Easton Rd	Notice	Tall Grass
575 Phillips	Notice	Brush in roadway