

Borough of Hellertown
Council Meeting Agenda
Monday, January 3, 2022

I. Newly Elected Borough Officials Provide Affidavit of Residency and Take Oath of Office

Mrs. Hartranft- All officials have provided their Certificate of Election and Affidavit of Residency.

District Judge Alan Mege administered the Oath of Office to David Heintzelman, Gil Stauffer, Andrew Hughes, Theresa Fadem, Thomas Rieger, and Matthew Marcincin.

II. Call to Order- Mayor David Heintzelman-6:00 p.m.

III. Roll Call- Cathy Hartranft, Borough Manager

Theresa Fadem-	Present
Earl Hill-	Present
Andrew Hughes-	Present
Matthew Marcincin-	Present
Michael McKenna-	Present
Thomas Rieger-	Present
Gil Stauffer-	Present
David Heintzelman-	Present

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

IV. Pledge of Allegiance-All

V. Nomination & Election of Council President

Motion made by Earl Hill to nominate Thomas Rieger for Council President.

Nominations were closed.

Motion carried 7-0.

VI. Nomination & Election of Council Vice President

Motion made by Earl Hill to nominate Gil Stauffer for Vice-President of Council.

Motion made by Andrew Hughes to nominate Matthew Marcincin for Vice-President of Council.

Nominations were closed.

Roll Call

Theresa Fadem-	Matthew Marcincin
Earl Hill-	Gil Stauffer
Andrew Hughes-	Matthew Marcincin
Matthew Marcincin-	Matthew Marcincin
Michael McKenna-	Gil Stauffer
Thomas Rieger-	Gil Stauffer
Gil Stauffer-	Gil Stauffer

Motion carried 4-3 in favor of Gil Stauffer.

VII. Appointment of Vacancy Board Chair

Motion made by Michael McKenna, seconded by Matthew Marcincin, to appoint Richard Fluck as Vacancy Board Chair. Motion carried 7-0.

VIII. Adoption of Resolution 22-01, Appointments of Officials, Boards, Committees, Council Delegates, Meeting Dates, and Other Terms and Conditions- Council Action

Motion made by Michael McKenna, seconded by Earl Hill, to adopt Resolution 20-01. Motion carried 7-0.

IX. Approval of Minutes of December 20, 2021

Motion made by Michael McKenna, seconded by Matthew Marcincin, to approve the December 20, 2021, meeting minutes. Motion carried 7-0.

X. New Business

1. Approval of Payments- Outstanding Obligations

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

2. Discussion and Review of Pool Concession Stand Renovation Bid Documents

Mr. Smith- The Borough received grant funding for ADA improvements to the pool concession stand and Authority Park. Following the outlined timeline, the project should be substantially complete by the time the pool opens in June.

Council was hesitant to approve the timeline with all of the variables and requested to push the bid process back until after the pool closes for the season.

Mr. Smith suggested that the project still be put out to bid and include a clause in the agreement that if the contractor cannot meet the June timeline, construction will not begin until September 1, 2022.

Mr. Rieger also requested financial implications be added to the bid documents in case the opening of the refreshment stand is delayed.

This item will be on the January 18, 2022, meeting agenda.

3. Adoption of Resolution 22-02, Supporting Keeping Hellertown Borough in the 136th District- Council Action


Mr. Rieger- Council was made aware of the Commonwealth's plan to redistrict. Their plan would put Hellertown Borough in the 131st District which is with other communities in Lehigh and Montgomery Counties. Council had asked Mrs. Hartranft at the last meeting to draft a resolution.

Motion made by Theresa Fadem, seconded by Gil Stauffer, to adopt Resolution 22-02, authorize staff to send out resolution, and allow posting on social media. Motion carried 7-0.

XI. Adjournment

Motion made by Michael McKenna, seconded by Andrew Hughes, to adjourn the meeting at 6:29 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 18th Day of January 2022.



Borough Secretary