Borough of Hellertown

Council Meeting Minutes

Monday, March 21, 2022

**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

Theresa Fadem- Present

Earl 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, Tina Krasnansky, Bryan Smith, Chief Shupp, and Kris Russo. Angie Thiede was absent with prior notification.

IV. Adoption of Meeting Agendum

Motion made by Mike McKenna to add resignation of Officer Nick Szmodis under New Business number 8. Motion carried 7-0.

Mr. Rieger announced Council did meet in Executive Session prior to tonight’s meeting for the purpose of personnel and litigation.

V. Approval of Meeting Minutes

1. February 22, 2022

Motion made by Ms. Fadem , seconded by Mr. Hill, to approve the March 7, 2022 meeting minutes as written. Motion carried 6-0 (Mr. Stauffer abstained).

VI. Courtesies of the Floor

1. Pre-Scheduled Appearances- None
2. Agenda Items
3. Non-agenda Items- Mrs. Jane Shinko thanked Council and staff for the significant improvements to Dimmick Park over the years. Mrs. Shinko pointed out the beauty of the bandshell and the pavilion and requested the bandshell be sealed and the pavilion is painted.

Mr. Rieger confirmed Mr. Yonney will take a look.

VII. Reports from Elected Officials

1. President

Mr. Rieger- Joint chamber with Southern Lehigh at Copperhead

1. Mayor

Mayor Heintzelman- Attended a ribbon cutting at Rita’s

Presented Barry Yonney with a Steelers Clock for placement in the new public works building. Mayor Heintzelman also reminded the public of this season’s Music in the Park, the Borough’s 150th Anniversary of incorporation and the Halloween Parade with the theme Cherishing our Past, embracing our future.

C. Council- None

VIII. Reports from Appointed Officials

1. Treasurer

1. February 2022 Treasurer’s Report

1. February 2022 Statement of Revenues and Expenditures

Upon motion by Mr. McKenna, seconded by Ms. Fadem, council approved the February 2022 Treasurer’s Report and February 2022 Statement of Revenue and Expenditures.

1. Engineer

1. Report – Engineer Smith reported that BIA reviewed the Clausser Street development storm water report and found some discrepancies. It has been returned to the developer for correction. Mr. Smith also reported he and Borough Manager Hartranft met with library staff and Friends of the Library volunteers to discuss possible grant opportunities for an outside space. The public works building is expected to be completed by the end of May, early June. A meeting with the electrician is expected to occur later in the week.

1. Solicitor

Mr. Corriere is working with Chief Shupp and LCB on coordinating a hearing for the noise ordinance.

1. Manager

Mrs. Hartranft- reported on the April 30th E-cycling event and reminded residents this is only a 2-hour event or until the trucks are full. Mrs. Hartranft also reported on the opening of the Saucon Valley Compost Center. Information will be posted on the web site and Facebook. DCED’s approval of the $2 million dollar note is expected later this week. Mrs. Hartranft also encouraged anyone interested in working at the pool to submit their applications.

1. Chief of Police
2. Monthly Report – Chief Shupp submitted his monthly report. Motion by Mr. Stauffer, seconded by Mr. Hill to accept the Chief’s report. All ayes.
3. Chief Shupp also reported he will be reading to children and the Library.
4. The Hellertown Police Department has partnered with Project Lifesaver – this project provides a bracelet to people with special needs or Altzheimer patients. The funding is provided by a City of Bethlehem grant.
5. Public Works Director
6. Monthly Report – Mr. Yonney presented his monthly report. Motion by Mr. Hill, seconded by Mr. McKenna to accept the report. All ayes.
7. Mr. Yonney reported the Public Works Department has removed many trees affected by the spotted lanternfly along the trail in Water Street Park. Many of the trees will be replaced.
8. Mr. Yonney asked residents to please remove their cars from the alley ways as the public works department is doing spring sweeping of alleys.
9. Zoning/Codes Officer
10. Mr. Russo presented his monthly report. Motion by Mr. McKenna seconded by Ms. Fadem to accept. All ayes.
11. Mr. Russo also informed Council he provided Starbucks a temporary certificate of occupancy until such time as the driveway apron will be installed. Due to the cold, the developer cannot pour the curb. The temporary CO is only for 6 months, and with the condition the developer place a concrete barrier with reflectors at the driveway to prevent access until such time as the curb is poured and permitted by PennDot. Also, there will be no further escrow release until this is done.
12. Fire Chief- None
13. Emergency Management- None

IX. Unfinished Business- None

X. New Business

* 1. Outstanding Obligations- Approval of Payments

Motion made by Mr. Hill, seconded by Mr. McKenna, to approve the payments. Motion carried 7-0.

2. Adoption of Resolution 22-04, Reducing Member Contribution for Hellertown Police Pension Plan for 2019-2022- Council Action

Motion by Mr. McKenna, seconded by Mr. Stauffer to adopt resolution 22-04 reducing member contributions for the years 2019, 2020, 2021 and 2022. All ayes.

* 1. Approval of Step Upgrade for John Grogg to Operator II- Council Action

Motion by Mr. Hill, seconded by Mr. Marcincin to accept the step upgrade for John Grogg. All ayes.

4. Approval of Step Upgrade for Eric Cratty to Truck Driver II- Council Action

Motion by Mr. Hill, seconded by Mr. Marcincin to accept the step upgrade for Eric Cratty.

1. Authorization to Purchase Dewey Fire Company Command Vehicle in the Amount of $55,941.00. This Price Includes $19,086.00 Uplifter Package. Funds Will Be Paid Out of Fire Capital- Council Action

Motion by Ms. Fadem, seconded by Mr. Hill to approve the purchase of a command vehicle for Dewey Fire. All ayes.

6. Approval of Body Camera Policy- Council Action

Chief Shupp explained the policy in front of council has been accepted by the Police Chief’s Association as well as the Hellertown Police Association. Body Camera funding was provided by a NorCo grant.

Motion by Ms. Fadem, seconded by Mr. Hughes to approve the Body Camera Policy has presented.

7. Consent Agenda

a) Approval of 2022 Mountain House Camp Pool User’s Agreement

b) Approval of Encore Studios Theater Camp Agreement- Council Action

c) Approval of Hellertown Area Library Stories in the Parks and Request to Waive Pavilion Fees- Council Action

Motion by Mr. McKenna, seconded by Mr. Marcincin to accept the consent agenda as presented.

8. Resignation of Officer Nick Szmodis. Chief Shupp read a resignation letter from Officer Szmodis. Mayor Heintzelman and Council thanked Mr. Szmodis for his years of service to the Hellertown community.

Motion by Mr. McKenna, seconded by Mr. Hill to accept the resignation of Officer Szmodis with regrets.

XI. Announcements- None

XII. Executive Session- None

XIII. Adjournment

Motion made by Mr. McKenna, seconded by Mr. Hughes, to adjourn the meeting at 7:38 p.m. Motion carried 7-0.