

Borough of Hellertown
Council Meeting Minutes
Monday, March 7, 2022

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

I. Call to Order – Thomas Rieger, 7:03 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-	Absent with prior notification
Mayor Heintzelman-	Present

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

******Recognizing Saucon Valley Wrestling State Champions ******

Mayor Heintzelman presented proclamations to the Saucon Valley High School wrestling team.

IV. Adoption of Meeting Agendum

Motion made by Earl Hill, seconded by Matthew Marcincin, to adopt the meeting agendum as written. Motion carried 6-0.

V. Approval of Meeting Minutes

1. February 22, 2022

Motion made by Theresa Fadem, seconded by Michael McKenna, to approve the February 22, 2022, meeting minutes as written. Motion carried 6-0

VI. Courtesies of the Floor

- A. Pre-Scheduled Appearances- None
- B. Agenda Items- None
- C. Non-agenda Items

Lee Weidner discussed the ongoing issues with pedestrian safety along Main Street.

VII. Reports from Elected Officials

A. President

Mr. Rieger had nothing additional to report.

B. Mayor

Mayor Heintzelman- A local ministry is looking to hold a candlelight vigil and prayer service for Ukraine. I would like Council's permission to hold it at the clock tower.

Motion made by Michael McKenna, seconded by Earl Hill, to allow the vigil at the clock tower. Motion carried 6-0.

We will be looking to honor the 150th anniversary of Hellertown's incorporation at Community Day and the Parade.

Mayor Heintzelman read a prepared statement regarding the denial of the development at the former Neighbor's site.

C. Hellertown Historical Society (Gil Stauffer)

Mr. Hill- The Easter Egg Hunt will be held on April 16, 2022.

D. Planning Commission (Earl Hill)

Mr. Hill had nothing to report.

E. Hellertown Area Library Board of Trustees (Matthew Marcincin)

Mr. Marcincin- The Hellertown Area Library is negotiating with Lower Saucon Township for library services.

There are many events coming up. Please check their website for a schedule.

F. Hellertown Borough Authority (Earl Hill)

Mr. Hill- The Authority is going to have to look into the purchase of a new camera truck

G. Hellertown Chamber of Commerce (Tom Rieger)

Mr. Rieger- The Food Truck Festival will be held in June. All of the Music in the Parks have been booked.

H. Saucon Valley Partnership (Andrew Hughes)

Mr. Hughes had nothing to report.

I. Saucon Rail Trail (Theresa Fadem)

Ms. Fadem- The next meeting will be held in Hellertown on March 28, 2022.

J. Hellertown Civil Service Commission (Michael McKenna)

Mr. McKenna- The Commission received a number of applications for the available officer position.

VIII. Reports from Appointed Officials

A. Treasurer

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

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

B. Engineer

1. Report

Mr. Smith had only agenda items to discuss.

C. Solicitor

1. Report

Mr. Corriere had only agenda items to discuss.

D. Manager

Mrs. Hartranft- I received an email from Maria Smith who coordinates the blessing boxes. The Hellertown Area Library will be decorating the new boxes and they are scheduled to be installed in April.

They are wrapping up another Keep Hellertown Warm season. They estimate over 300 hats, scarves, and gloves were distributed.

The Borough is still in need of summer help employees.

E. Chief of Police

1. Monthly Report

Motion made by Michael McKenna, seconded by Theresa Fadem, to receive the Police Monthly Report and make a part of these minutes. Motion carried 6-0.

F. Public Works Director

1. Monthly Report

Motion made by Earl Hill, seconded by Matthew Marcincin, 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 Michael McKenna, 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

IX. Unfinished Business- None

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Earl Hill, seconded by Theresa Fadem, to approve the payments. Motion carried 6-0.

2. Denial on Request to Add Overlay to Shopping Center District- Council Action

Motion made by Theresa Fadem, seconded by Andrew Hughes, to deny the request to install an overlay in the Shopping Center District. Motion carried 6-0.

3. Authorization to Send Outstanding 2021 Real Estate Taxes to Northampton County Tax Claim- Council Action

Mrs. Hartranft- The total amount outstanding is \$102,498.31.

Motion made by Andrew Hughes, seconded by Earl Hill, to send the outstanding 2021 Real Estate Taxes to Northampton County Tax Claim. Motion carried 6-0.

4. Authorization to Send Outstanding 2021 Sanitation/Recycling Assessments to Creditech- Council Action

Mrs. Hartranft- The total amount outstanding is \$44,702.24.

Motion made by Earl Hill, seconded by Michael McKenna, to send the outstanding 2021 Sanitation/Recycling Assessment to Creditech. Motion carried 6-0.

5. Accept Proposal from King Spry as Bond Counsel- Council Action

Motion made by Theresa Fadem, seconded by Andrew Hughes to accept the proposal as Bond Counsel in the amount of \$5,500.00. Motion carried 6-0.

6. Authorization to Hold Community Yard Sale June 4, 2022, and Waive Fees- Council Action

Motion made by Theresa Fadem, seconded by Earl Hill, to waive the fees and hold the Community Yard Sale on June 4, 2022.

7. Authorization to Pay HME Invoice With The Caveat That It Does Not Exceed \$770,978.00 (\$1,070,978.00 Contract Price Minus \$300,000.00 Down Payment)- Council Action

Mrs. Hartranft- The payment will not be made until the Borough receives a final invoice.

Motion made by Earl Hill, seconded by Andrew Hughes, to pay the remainder owed on the HME once a final invoice is received with the caveat that the payment does not exceed \$770,978.00. Motion carried 6-0.

8. Authorization to Refund Escrow Amount of \$5,000.00 for 85 Division Street- Council Action

Motion made by Matthew Marcincin, seconded by Andrew Hughes, to release the escrow minus any outstanding fees for 85 Division Street. Motion carried 4-2 (Mr. Rieger and Mr. McKenna opposed).

9. Acknowledge Receipt of 2021 Planning Commission Annual Review- Council Action

Motion made by Michael McKenna, seconded by Matthew Marcincin, to receive the 2021 Planning Commission Annual Review. Motion carried 6-0.

10. Authorize Additional Funds for Compressor and Welder Circuits, Water Heater, and Snow Guards at Public Works Facility- Council Action

Motion made by Earl Hill, seconded by Matthew Marcincin, to proceed with the electric for the compressor and welder at a cost of \$15,250.00. Motion carried 6-0.

Motion made by Earl Hill, seconded by Andrew Hughes, to authorize a change order to install snow guards with a cost not to exceed \$15,000.00. Motion carried 6-0.

Motion made by Michael McKenna, seconded by Theresa Fadem, to reject the hot water heater change order. Motion carried 6-0.

11. Consent Agenda

- a) Approval of Special Event Request for Saucon Valley Farmers' Market, May 1, 2022, to November 20, 2022- Council Action

b) Approval of User's Agreement for Saucon Valley Diamond Sports- Council Action

c) Approval of User's Agreement for Saucon Valley Lacrosse- Council Action

d) Acknowledgement of Hellertown Royals Request to Use East End Field- Council Action

Motion made by Michael McKenna, seconded by Matthew Marcincin, to approve the Consent Agenda. Motion carried 6-0.

XI. Announcements- None

XII. Executive Session- None

XIII. Adjournment

Motion made by Michael McKenna, seconded by Earl Hill, to adjourn the meeting at 8:23 p.m. Motion carried 7-0.