

Borough of Hellertown
Council Meeting Minutes
Monday, June 20, 2022

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

An Executive Session Was Held May 25, 2022, and Also Prior To The Meeting To Discuss Personnel Matters, Contract Negotiations, and Litigation

I. Call to Order – Thomas Rieger, 7:02 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, Angie Thiede, Bryan Smith, Chief Shupp, Tina Krasnansky, and Kris Russo.

IV. Adoption of Meeting Agendum

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

V. Approval of Meeting Minutes

1. May 16, 2022

Motion made by Theresa Fadem, seconded by Michael McKenna, to approve the May 16, 2022, meeting minutes as written. Motion carried 7-0.

VI. Courtesies of the Floor

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

VII. Reports from Elected Officials

A. President

Mr. Rieger thanked Mrs. Hartranft and the pool staff for getting the pool open this season.

The Dine In Dimmick event was a success and the Chamber has already begun planning for next year.

Music in the Park will be held this Sunday. Council will be selling hot dogs and sodas.

B. Mayor

Mayor Heintzelman had nothing to report.

C. Council

Mr. Hughes presented photographs and specifications of new Fire Engine 1321. The information is also available on Dewey Fire Company's website.

VIII. Reports from Appointed Officials

A. Treasurer

1. April 2022 Treasurer's Report
2. May 2022 Treasurer's Report
3. April 2022 Statement of Revenues and Expenditures
4. May 2022 Statement of Revenues and Expenditures

Motion made by Michael McKenna, seconded by Earl Hill, to receive the April 2022 Treasurer's Report, May 2022 Treasurer's Report, April 2022

Statement of Revenues and Expenditures, and the May 2022 Statement of Revenues and Expenditures. Motion carried 7-0.

B. Engineer

1. Report

Mr. Smith- We are awaiting a schedule from Kobalt Construction for completion of the swale greening and Walnut Street crossing.

I am coordinating with Pioneer Pole Buildings regarding the selected lighting at the Public Works Facility.

The fire suppression system at the Public Works Facility is not holding pressure. The Hellertown Borough Authority is working to diagnose the issue.

C. Solicitor

Mr. Corriere had only agenda items to discuss.

D. Manager

Mrs. Hartranft- The Hellertown Historical Society was approached by a gentleman to refurbish Civil Defense Siren on Magnolia and Northampton Street. Public Works did take the siren down. Mr. Corriere created a simple agreement and I will present to Council when I receive the executed copy.

E. Chief of Police

1. Monthly Report

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

Chief Shupp- The police department was awarded two LSA grants for two vehicles and six Toughbooks. We were seeking \$128,000.00 and were awarded \$117,000.00. These were budgeted Capital items so we do have the funds to cover the difference.

The PA House has been a big success and they do have sixteen parking spaces on premise. There are still ongoing issues with parking on Front Street. Rather than installing a large quantity of expensive signage, Mr. Yonney and I thought it best to paint parking spaces from Water Street to the animal crematorium. This would include twenty-two spaces and will hopefully help the residents in the area.

F. Public Works Director

1. Monthly Report

Item was acknowledged but not voted on.

Mr. Yonney- We may receive the new truck by July 1, 2022. The F-550 that was ordered will probably be delivered next year.

This week is spring Yard-Waste Cleanup.

G. Zoning/Codes Officer

1. Monthly Report

Motion made by Gil Stauffer, seconded by Michael McKenna, to receive the Zoning and 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

1. Discussion and Possible Action on Intermunicipal Agreements with Lower Saucon Township

Motion made by Michael McKenna to table this item. Motion carried 7-0.

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Authorization to Direct Planning Commission to Conduct Comprehensive Review of Zoning Ordinance and SALDO- Council Action

Motion made by Andrew Hughes, seconded by Gil Stauffer to direct the Planning Commission to review the Zoning Ordinance and SALDO. Motion carried 7-0.

3. Accept Bid in the Amount of \$90,000.00 for KME Predator- Council Action

Mrs. Hartranft- The Borough received one bid from Command Fire Apparatus in the amount of \$90,000.00.

Motion made by Theresa Fadem, seconded by Matthew Marcincin, to accept the bid from Command Fire Apparatus.

Mrs. Hartranft- The funds from the sale will go back into the Fire Capital.

Motion carried 5-2 (Mr. McKenna and Mr. Rieger opposed).

4. Acceptance of Paving Proposal from Bracalente Construction in the Amount of \$46,336.00- Council Action

Mrs. Hartranft- This proposal is for paving the parking area at the Public Works Facility. It is for labor only as the Borough will purchase the material through COSTARS.

Mr. Rieger noted that the project will have to be bid since it is over the threshold.

Motion made by Earl Hill, seconded by Andrew Hughes, to authorize staff to bid the project. Motion carried 7-0.

5. Accept Resignation of Office Andree- Council Action

Motion made by Michael McKenna, seconded by Earl Hill, to accept Officer Andree's resignation and send a thank you letter for his service to the community. Motion carried 7-0.

6. Discussion on Use of American Recovery Act Funds

Mrs. Hartranft- Out of the funds, we have allocated \$75,000.00 to the Hellertown Area Library, \$20,000.00 to the Saucon Valley Community Center for a summer program, \$102,930.00 to the Public Works Facility, and \$17,467.00 to the concession stand awning.

Council and staff discussed various items including resident rebates, personnel bonuses, a new liner for the pool, new carpet for Borough Hall, cameras at the Public Works Facility, solar speed signs

This item will be placed under Unfinished Business for the next meeting.

XI. Announcements- None

XII. Executive Session

Mr. Rieger- An Executive Session will be held following adjournment of this meeting to discuss potential litigation.

XIII. Adjournment

Motion made by Earl Hill, seconded by Gil Stauffer, to adjourn the meeting at 8:30 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 5th Day of July 2022.


Borough Secretary

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

May 2022

This is the monthly report for the Hellertown Police Department from May 1st through May 31st, 2022.

During the month of May the Police received 453 calls for service. We did receive 3 Theft, 6 Domestic/Assault, 1 Fraud and 81 traffic collision calls. We wrote 14 citations.

The Police Department filed 30 charges including 4 for Possession of Marijuana, 2 for Driving Under the Influence of Narcotics, 4 for Driving Under the Influence of Alcohol, 1 for Theft, 1 for Aggravated Assault, 4 for Domestic Assault, 1 for Fleeing and Eluding a police officer and 1 for Strangulation.

Our call volume is rising, as expected with summer approaching. The guys did a great job with some recent Theft cases, particularly an Aggravated Assault/Strangulation we had. We are participating in Operation Chill again this year with 7/11. Officers are given coupons for free slurpees that they can hand out to kids they see. I will be participating in Story Time with the library next month where I will be reading a book to approximately 40 kids and giving a tour of the Police Department. The guys are doing a great job. Any questions or concerns feel free to call or stop by.

Chief Robert Shupp III

**PUBLIC WORKS AND PARKS DEPARTMENT
MONTHLY REPORT
MAY 2022**

1 ACTIVITY COMPLETED

- Installed Handicap Parking Sign at 109 Kichline Avenue
- Helped Install "Hellertown" Trail Sign
- Set Up and Cleaned Up "She Nailed It" Event
- Removed Graffiti From Park
- Repaired Pool Liner
- Repaired or Replaced Damaged Street Signs
- Repaired Clogged Filter Bin Pipe
- Worked at Public Works Facility
- Repaired Pot Holes
- Serviced #7, #11, #12, #16

2 OTHER

- Cleaned Catch Basins
- Cleaned Out Wash Bay Pit
- Swept Main Street & Other Areas
- Filled Dog Waste Bags Weekly
- Emptied Trash Barrels Weekly
- Cleaned and Stocked Park Bathrooms Daily
- Mowed All Locations Weekly
- Weeded Rain Garden and Plaza

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

- Planted 35 New Trees
- Planted and Mulched Flowerbeds
- Replanted Damaged "Hellertown" Bushes
- Repaired Damage to Authority Park Fountain
- Drained, Cleaned, and Filled the Pool

4 MEETINGS

- Council Meetings & Executive Sessions
- Met With Residents to Discuss Pot Holes
- Multiple On-Site Meetings at Public Works Facility
- Multiple Meetings With Blacktopping Companies
- Interviewed Summer Help Employees



BOROUGH OF HELLERTOWN

Zoning and Codes Office

685 Main Street

Hellertown, Pennsylvania 18055-1745

Hellertownborough.org

610-838-7041 * Fax 610-838-0500

2022 Monthly Report May 12-June 16

Local Permits Issued:	26
BIA Permits Issued:	10
Sidewalk Inspections:	11
Residential Rental Inspections:	3
Fire Inspections:	0
Service Requests/Complaints	37

Citations: 0

Planning Commission activity: None

ZHB activity: None

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

Court Appearances:

Other Information: **901 Main:** Nail salon opening soon where clock repair shop was previously located.
102 Front St: Owner has started repairing windows and painting.

**Borough of Hellertown
Monthly Permit Report**

06/16/2022

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FOR PERMITS ISSUED BETWEEN 5/12/2022 AND 6/16/2022

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
5/12/2022	Z-022225 Zoning	COLLIER, DAVID C, Patlo/Sidewalk	133 E CHESTNUT ST	Q7SW2B-1-14	\$16,000.00	\$143.00
5/12/2022	Z-022224 Zoning	STERNER, GARY A And DOROTHY Fence	103 CONSTITUTION AVE	Q7SE4D-6-6	\$1,000.00	\$50.00
5/16/2022	Z-022227 Zoning	ZULLO, PAUL, Tent Permit	1130 MAIN ST	Q7NW3D-8-8	\$1,000.00	\$50.00
5/19/2022	Z-022234 Zoning	OBRIEN, JAMES K III And PATRICIA Shed	1080 EASTON RD	Q7NW3C-21-3	\$1,250.00	\$50.00
5/20/2022	D-022235 Dumpster	WILLIAMS, KIRK R, Dumpster Permit	728 NORTHAMPTON ST	Q7SW2D-6-2	\$0.00	\$75.00
5/23/2022	Z-022236 Zoning	TORNIG REALTY LLC, Sign Permit	7 Main St.(National Auto)	R7-5-6S	\$8,000.00	\$100.00
5/23/2022	Z-022237 Zoning	CALABRESE, MORGAN, Fence	832 MAGNOLIA RD	Q7SE4A-9-4	\$10,822.00	\$126.50
5/24/2022	Z-022241 Zoning	SISKO, JAMES M And EISENHARDT, Fence	1351 WHITAKER ST	Q7NW3A-7-13A	\$5,000.00	\$75.00
5/24/2022	Z-022244 Zoning	HARI, DONNA LYNN And RICHARD J Fence	115 KICHLINE AVE	Q7NW2D-3-5A	\$800.00	\$25.00
5/26/2022	M-022251 MobileFood	, Mobile Food License			\$0.00	\$200.00
6/6/2022	Z-022262 Zoning	FRITZ, JULIANNE MARY And MICHA Patio	116 E HIGH ST	Q7NW3A-11-3A	\$200.00	\$25.00
6/6/2022	Z-022260 Zoning	ADVANCE NOTE INVESTMENTS LLC, Utility Permit	330 LINDEN AVE	Q7NW3C-15-2	\$500.00	\$25.00
6/7/2022	Z-022265 Zoning	CHASE, PATRICIA A, Concrete Work	129 KICHLINE AVE	Q7NW2D-3-8	\$4,000.00	\$75.00
6/7/2022	Z-022266 Zoning	PAAR, SANDOR I JR, Swimming Pool	918 NEW JERSEY AVE	Q7SW2B-13-3	\$3,000.00	\$75.00
6/7/2022	Z-022267 Zoning	MILLER, PAUL And CHRISTINA, Shed	605 PHILLIPS ST	Q7NW3C-9-2	\$6,000.00	\$100.00
6/7/2022	Z-022264 Zoning	CHASE, PATRICIA A, Concrete Work	123 KICHLINE AVE	Q7NW2D-3-6	\$500.00	\$25.00
6/9/2022	M-022270 MobileFood	, Mobile Food License			\$0.00	\$25.00
6/13/2022	Y-022273 Shade	FOLLADOR, RAYMOND J, Removal	64 SYCAMORE ST	Q7SW2A-4-1	\$0.00	\$25.00
6/13/2022	Z-022272 Zoning	PRINCIPATO, MARK R, Patlo	1508 BROOKSTONE PL	Q7NW2C-4-5-2	\$2,000.00	\$50.00

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Monthly Permit Report**

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FOR PERMITS ISSUED BETWEEN 5/12/2022 AND 6/16/2022

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
6/13/2022	Z-022274 Zoning	HEINTZELMAN, SARA C, Driveway Permit	461 MAPLE RD	Q7SE1D-6-14	\$12,000.00	\$131.00
6/13/2022	Z-022275 Zoning	DOLIFEMED REAL ESTATE LLC, Fence	462 FRONT ST	Q7SW3A-1-1	\$725.00	\$25.00
6/16/2022	Z-022284 Zoning	OPSATNICK, THOMAS J And DONN Sidewalk	838 JUNIPER RD	Q7SE1D-4-1	\$1,950.00	\$50.00
6/16/2022	Z-022276 Zoning	SAUCON VALLEY TRUST CO c/o THO Sign Permit	657-61 MAIN ST	Q7SW2D-9-11	\$400.00	\$25.00
6/16/2022	Z-022281 Zoning	SOUSA, BELMIRO S And MARIA N, Sidewalk	320 PHILLIPS ST	Q7NW3C-10-1	\$4,500.00	\$75.00
6/16/2022	Z-022282 Zoning	PEORO, VICTOR R And MEGAN C, Patio	314 CEDAR RD	Q7SE4A-7-8	\$2,000.00	\$50.00
6/16/2022	Z-022283 Zoning	DAWSON, JAMES L And BARBARA Sign Permit	901 MAIN ST	Q7SW2A-7-22	\$200.00	\$25.00

TOTAL NUMBER OF PERMITS:	26
TOTAL ESTIMATED VALUE:	\$81,647.00
TOTAL PERMIT FEES:	\$1,700.50

Summary by Type

**Borough of Hellertown
Monthly Permit Report**

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FOR PERMITS ISSUED BETWEEN 5/12/2022 AND 6/16/2022

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
5/23/2022	F-022240	ST THERESA CATHOLIC CHURCH,	1408 EASTON RD.	Q7NW3B-9-4	\$0.00	\$79.50
	Roof	Roof-Commercial				
5/23/2022	F-022238	ORPHANIDES, LISA,	119 E SAUCON ST	Q7SW3B-2-5	\$7,550.00	\$79.50
	Roof	Roof-Residential				
5/26/2022	P-022252	WASHBURN, TYLER A,	820 DETWEILER AVE	Q7SW2C-1-2	\$0.00	\$74.50
	Plumbing	Water Heater				
5/26/2022	M-022253	NEITH, THOMAS J And DENISE H,	526 ELLEN ST	Q7SW3C-5-4	\$12,690.00	\$109.50
	Mechanical	Replacement-Residential				
6/6/2022	P-022263	MURPHY, DONNA C,	458 BIRCH RD	Q7SE1D-4-6	\$0.00	\$74.50
	Plumbing	Water Line				
6/6/2022	E-022261	GUZMAN, GEORGE L And ANGELA,	1095 EASTON RD	Q7NW3C-22-3	\$1,000.00	\$79.50
	Elect	Service Repair				
6/16/2022	P-022279	ATWELL, DEBORAH,	1359 JEFFERSON ST	Q7NW3A-8-19	\$0.00	\$74.50
	Plumbing	Residential				
6/16/2022	P-022277	PEREZ, ETHEL,	863 ELM RD	Q7SE4A-11-3H	\$0.00	\$74.50
	Plumbing	Sewer Line				
6/16/2022	E-022280	ATWELL, DEBORAH,	1359 JEFFERSON ST	Q7NW3A-8-19	\$0.00	\$84.50
	Elect	Residential				
6/16/2022	B-022278	ATWELL, DEBORAH,	1359 JEFFERSON ST	Q7NW3A-8-19	\$0.00	\$129.50
	Build	Repair/Renovatlon-Residential				

TOTAL NUMBER OF PERMITS:	10
TOTAL ESTIMATED VALUE:	\$21,240.00
TOTAL PERMIT FEES:	\$860.00

Summary by Type

8 Residential

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Monthly Permit Report**

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FOR PERMITS ISSUED BETWEEN 5/12/2022 AND 6/16/2022

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
5/16/2022	S-022228 SideInsp	ERNEY, HOWARD, Sidewalk And Curb Inspection Application	1119 FURNACE ST	Q7NW3D-8-13	\$0.00 \$25.00
5/24/2022	S-022243 SideInsp	SOUSA, BELMIRO S And MARIA N, Sidewalk And Curb Inspection Application	320 PHILLIPS ST	Q7NW3C-10-1	\$0.00 \$25.00
5/24/2022	S-022242 SideInsp	MONTGOMERY, MICHAEL F JR, Sidewalk And Curb Inspection Application	1031 NEW JERSEY AVE	Q7SW2B-9-5	\$0.00 \$25.00
5/25/2022	S-022249 SideInsp	BARR, STEPHEN M And KATHLEEN Sidewalk And Curb Inspection Application	1636 GREYSTONE PL	Q7NW2C-4-5-3	\$0.00 \$25.00
5/25/2022	S-022248 SideInsp	MILLER, RANDY S And JAMIE L, Sidewalk And Curb Inspection Application	1419 NEW JERSEY AVE	Q7-19-1C	\$0.00 \$25.00
5/25/2022	S-022247 SideInsp	VERBA, GEZA JR And JACQUELINE, Sidewalk And Curb Inspection Application	1549 BURKHARDT ST	Q7NW2C-5-3	\$0.00 \$25.00
6/3/2022	S-022259 SideInsp	EHRET, RICHARD J And MARION A, Sidewalk And Curb Inspection Application	224 LEONARD ST	Q7NW3B-9-2	\$0.00 \$25.00
6/3/2022	S-022257 SideInsp	LEAYMAN, KRISTIN And KATIE LYN, Sidewalk And Curb Inspection Application	139 BEECH CIR	Q7SE4A-13-1C	\$0.00 \$25.00
6/7/2022	S-022268 SideInsp	KLIPPLE, JARED G And OLSON, SA Sidewalk And Curb Inspection Application	105 RENTZHEIMER DR	Q7SW3C-5-15	\$0.00 \$25.00
6/8/2022	S-022269 SideInsp	SAVITSKE, GERALD J And CAROLY Sidewalk And Curb Inspection Application	429 DELAWARE AVE	Q7SW3B-4-9	\$0.00 \$25.00
6/11/2022	S-022271 SideInsp	LONG, MARY ANN, Sidewalk And Curb Inspection Application	520 MILLER ST	Q7NW3C-8-7	\$0.00 \$25.00

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

Summary by Type