

Borough of Hellertown  
Council Meeting Minutes  
Tuesday, July 5, 2022

**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, Personnel Matters, and Contract Negotiations**

- I. Call to Order – Thomas Rieger, 7:04 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, Chief Shupp, Bryan Smith, and Tina Krasnansky. Kris Russo was absent with prior notification.

- IV. Adoption of Meeting Agendum

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

- V. Approval of Meeting Minutes

- 1. June 20, 2022

Motion made by Michael McKenna, seconded by Gil Stauffer, to approve the June 20, 2022, meeting minutes as written with the correction of New Business #3. "Bin" should be "Bid" and the vote is 5-2 not 5-0. Motion carried 7-0.

G. Hellertown Chamber of Commerce (Tom Rieger)

Mr. Rieger had nothing additional to report.

H. Saucon Valley Partnership (Andrew Hughes)

Mr. Hughes had nothing to report.

I. Saucon Rail Trail (Theresa Fadem)

Ms. Fadem- The "Hellertown" and "Bingen" station signs have been installed. The second phase will be kiosks with photographs depicting the actual stations. The committee will be seeking donations from the municipalities toward the kiosks.

New bids will be going out for the Preston Lane Bridge.

The native plant garden at the Reading Road trail head was dedicated last month.

Saucon Rail Trail t-shirts are available to order online.

The next meeting will be held August 22<sup>nd</sup> at Lower Saucon Township.

J. Hellertown Civil Service Commission (Michael McKenna)

Mr. McKenna- The Chief is working with a number of candidates to continue the hiring process.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

1. Report

Mr. Smith- We have been receiving submittals from the contractor for the concession stand project.

The work on the Walnut Street Crossing Improvement Project should be completed by the end of July.

We are estimating that the work on the Public Works Facility will be completed in three to four weeks.

A grant application is being prepared for the park at the former Reinhard site.

C. Solicitor

1. Report

Mr. Corriere- The carpet replacement at Borough Hall is considered maintenance and prevailing wage will not apply.

I am expecting a decision on the zoning matter before Northampton County will be received shortly.

D. Manager

Mrs. Hartranft- I received 3 proposals for carpet replacement at Borough Hall. It will be on the agenda for discussion at the next meeting.

The DROP Plan ordinance required some revisions and will be on the agenda at the next meeting.

E. Chief of Police

Chief Shupp thanked the residents for their cooperation on the Fourth of July Holiday. There were no major incidents.

F. Public Works Director

Mr. Yonney- Next week, Public Works will begin painting the crosswalks.

We will be installing three catch basins at the Public Works Facility.

G. Zoning/Codes Officer

Mr. Russo was not present for the meeting.

Mrs. Hartranft- Staff is currently compiling notes for the Planning Commission to look at when reviewing the SALDO and Zoning Ordinance. If Council has any recommendations, please submit them so they can be reviewed at the August Planning Commission Meeting.

H. Fire Chief

1. Report

Mr. Simkovic was not present for the meeting.

I. Emergency Management

1. Report

Mr. Scherer was not present for the meeting.

IX. Unfinished Business

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

Mr. Rieger- The situations have not been resolved over the past six months. I believe the relationship is fractured beyond immediate repair.

- Motion made by Gil Stauffer to proceed with caution and examine the contracts. Motion died due to a lack of a second.

Mr. Hughes- Partnerships need to be beneficial to both parties.

Motion made by Matthew Marcincin, seconded by Michael McKenna, to sever the Saucon Valley Partnership, Pool, and Compost Center Intermunicipal Agreements with Lower Saucon Township effective December 31, 2022.

Roll Call:

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

Motion carried 7-0.

2. Discussion on Use of American Recovery Act Funds

Additional ideas were discussed including shutters, concrete pads, and stairs at the Public Works Facility and repointing the dormers at Borough Hall.

Council felt the money should be saved until budget discussions later on in the year.

Motion made by Andrew Hughes to table this item until budget discussions.  
Motion carried 7-0.

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Accept Resignation of Administrative Assistant Angie Thiede- Council Action

Motion made by Gil Stauffer, seconded by Earl Hill, to accept resignation of Angie Thiede with regret and thanks. Motion carried 7-0.

3. Authorization to Advertise Administrative Assistant Position- Council Action

Mrs. Hartranft- We have slightly amended the Administrative Assistant job description and would like to move forward with advertising the position.

Motion made by Andrew Hughes, seconded by Theresa Fadem, to advertise the Administrative Assistant position. Motion carried 7-0.

4. Authorization to Hire Maggie Ziegler on a Temporary Basis at \$20.00 Per Hour- Council Action

Motion made by Earl Hill, seconded by Matthew Marcincin, to approve the hiring of Maggie Ziegler on a temporary basis at \$20.00 per hour. Motion carried 7-0.

5. Accept Resignation of Earl Hill from the Hellertown Borough Authority Board- Council Action

Motion made by Gil Stauffer, seconded by Matthew Marcincin, to accept the resignation of Earl Hill from the Hellertown Borough Authority Board. Motion carried 6-1 (Mr. McKenna opposed).

6. Consent Agenda

- a) Approval of Special Event Request for She Nailed It, May 8, 2023- Council Action
- b) Approval of Special Event Request for Dewey Carnival, July 12-16, 2022. Contingent Upon Receipt of Indemnification and Certificates of Insurance- Council Action
- c) Approval of Special Event Request for Dine-In Dimmick, June 3, 2023- Council Action

Motion made by Andrew Hughes, seconded by Michael McKenna, to approve the Consent Agenda. Motion carried 7-0.

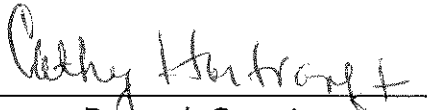
XI. Announcements-None

XII. Executive Session- None

XIII. Adjournment

Motion made by Michael McKenna, seconded by Earl Hill, to adjourn the meeting at 7:48 p.m. Motion carried 7-0.

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

  
Borough Secretary