

Borough of Hellertown
Council Meeting Minutes
Tuesday, September 6, 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 contract negotiations and potential litigation.

I. Call to Order – Thomas Rieger, 7:09 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, Chief Shupp, Tina Krasnansky, Bryan Smith, and Kris Russo.

IV. Adoption of Meeting Agendum

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

V. Approval of Meeting Minutes

1. August 15, 2022

Motion made by Gil Stauffer, seconded by Matt Marcincin, to approve the August 15, 2022 meeting minutes as written. Motion carried 6-0. Mike McKenna abstained.

**A moment of silence remembering Marina Brekhounets was observed.
Mayor Heintzelman presented a proclamation to The Pearls Dance Team recognizing
their National Championship.
Mayor Heintzelman swore in Blaiz Maguire as Fire Police.**

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

- a. Noelle Kramer, Hellertown Area Library Director, presented the 2021 Financial Statements and year in review. Mrs. Kramer also thanked Borough Council for their continued support of the HAL.
- b. Leah Casselia, President of Saucon Valley Diamond Sports/ HLSLL introduced herself and Board Members
- c. Lynne Woodard – Mural Proposal on Water Street Bridge was not present.

B. Agenda Items – Richard Weddigen indicated the agenda was not posted in the required twenty-four hour period. Ms. Hartranft informed that the agenda was posted Friday. Over the weekend a new company took over web hosting.

C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger thanked Robert Lipp, Matt Lipp, Todd Lipp and Brandon Easley for their restoration to the clock tower.

B. Mayor

Mayor Heintzelman congratulated Jessica O'Donnell and Ricky Gower on their recent wedding.

Residents of 650 Northampton Street requested a bench be installed at the Dunkin Donuts bus stop. Mr. Yonney informed the parties that we do have a bench for that site and he will install within the next couple weeks.

Mayor Heintzelman questioned the requirements of the Borough's street opening permit ordinance pertaining to UGI cuts. Mr. Yonney and Mrs. Hartranft both confirmed the ordinance identified if one or more emergency opening are made over 100 linear feet, the roadway needs to be repaved.

Mayor Heintzelman informed everyone of the Halloween Parade scheduled for October 23rd. There will be a party afterwards at Dimmick park celebrating the Borough's 150th anniversary.

Trick or Treat is October 31st from 6:00-8:00.

C. Hellertown Historical Society (Gil Stauffer)

Mr. Stauffer stated the Hellertown Historical Society is preparing a float for the parade.

They will be bringing back Shopping at the Mill.

D. Planning Commission (Earl Hill)

Mr. Hill & Mr. Russo stated the September planning commission meeting will include discussion on updates to zoning and SALDO.

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

Mr. Marcincin- There are many events and fundraisers coming up.

F. Hellertown Borough Authority (Earl Hill)

Mr. Hill- There was no meeting.

G. Hellertown Chamber of Commerce (Tom Rieger)

Mr. Rieger- thanked everyone for their continued support of the Music in the Park summer concert series.

H. Saucon Valley Partnership (Andrew Hughes)

Mr. Hughes had nothing to report.

I. Saucon Rail Trail (Theresa Fadem)

Ms. Fadem- There are SRT t-shirts available to purchase on the website. The Reddington Road native garden has been completed.

J. Hellertown Civil Service Commission (Michael McKenna)

Mr. McKenna had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

1. Report

Mr. Smith- The Public Works Facility is near completion.

The Durham Street crosswalk has been put out for bid.

Work is starting on the concession stand this week.

C. Solicitor

1. Report

Mr. Corriere had only agenda items to discuss.

D. Manager

Mrs. Hartranft had only agenda items to discuss.

E. Chief of Police

Chief Shupp informed council that car #3 needs a transmission. This is the car that would be taken out of service once the new vehicle arrives. Chief informed Council the vehicle be let for bid on Municibid as is.

F. Public Works Director

Mr. Yonney- paving of various roads in Mountain View will begin early next week.

G. Zoning/Codes Officer

Mr. Russo had nothing to report.

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 - None

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Introduction and Employment Agreement – Sheri Eichlin

Mrs. Hartranft introduced Sheri Eichlin to Council and recommended hiring her as an Administrative Assistant. Sherri comes very well qualified and will be a tremendous asset to the Borough.

Motion by Terri Fadem, seconded by Earl Hill to hire Sheri Eichlin based on The terms outlined in her Employment Agreement. All ayes. Motion carried.

3. Match Commitment NorCo Public Safety Graqnt- Council Action

We are applying for \$20,000 for Tasers. We will be required to match \$10,600 which is budgeted in capital.

Upon motion by Mike McKenna, seconded by Andrew Hughes to approve the match. All ayes. Motion carried.

4. Step Upgrade – Jacob Yonney - Council Action

Motion made by Terri Fadem, seconded by Earl Hill, to approve the step upgrade for Jacob Yonney. Motion carried 7-0.

5. Step Upgrade – Casey Koch- Council Action

Motion made by Terri Fadem, seconded by Earl Hill, to approve the step upgrade for Casey Koch. Motion carried 7-0.

6. Bethlehem Galley of Floors Vinyl Stair Proposal- Council Action

Mrs. Hartranft solicited a proposal from Bethlehem Gallery of Floors to replace the vinyl stairs. This proposal of \$4745.90 is well within the budgeted amount in capital

Motion made by Gil Stauffer, seconded by Earl Hill to accept the proposal as presented. Motion carried 7-0 .

7. Announcement of Yard Waste Collection - Barry Yonney informed the public a yard waste collection will take place the week of September 26th.

8. Adoption of DROP Ordinance #841

Mr. Corriere explained the objective of the ordinance is to add an Act 44 Retirement Program to the Hellertown Police Pension Plan to provide a Deferred Retirement Benefit Option Program (DROP) for the benefit of the full-time police officers.

Motion by Gil Stauffer, seconded by Earl Hill to adopt Ordinance #841. Motion carried.

9. Pioneer Pole Building approval of payment in the amount of \$114,861.00- Council Action

Upon discussion with Borough Council, the work is not completed as stated on the invoice. Motion by Earl Hill to table to the September 19th meeting.

10. Pioneer Pole Building approval of payment in the amount of \$87,950.00- Council Action

Upon discussion with Borough Council, the work is not completed as stated on the invoice. Motion by Earl Hill to table to the September 19th meeting.

11. Resolution 22-08 Authorizing application to CFA Northampton/Lehigh for improvements to Reinhard Park and naming Cathy Hartranft and Tom Rieger to execute all documents.

Motion made by Terri Fadem, seconded by Matt Marcincin, to approve the application for Reinhard Park. Motion carried 7-0.

12. Resolution 22-09 Authorizing application to CFA Monroe for improvements

to Reinhardt Park and naming C. Hartranft and T. Rieger to execute all documents - Council Action

Motion made by Mike McKenna, seconded by Terry Fadem, to approve the application for Reinhardt Park to Monroe County. Motion carried 7-0.

13. Authorize Funding Commitment Letter in the amount of \$16,938 – Council Action.

Mrs. Hartranft indicated the funding commitment letter is necessary if the engineer and design fees exceed the 10% allowable in the grant.

Motion by Mike McKenna, seconded by Terri Fadem to approve the funding commitment letter. Motion carried 7-0

XI. Announcements

XII. Executive Session- None

XIII. Adjournment

Motion made by Michael McKenna, seconded by Earl Hill, to adjourn the meeting at 8:21 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 19th Day of September 2022.

Borough Secretary