

Borough of Hellertown
Council Meeting Minutes
Monday September 19, 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 / Pledge of Allegiance– Thomas Rieger, 7:00 p.m.

II. 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
Mayor Heintzelman-	Present

Also in attendance were Cathy Hartranft, Michael Corriere, Barry Yonney, Sheri Eichlin, Corporal John Donato, and Bryan Smith. Kris Russo was on via Zoom. Absent were Tina Krasnansky and Chief Robert Shupp.

III. Adoption of Meeting Agendum

Thomas Rieger requested three items be added to the agenda. 1) the resignation of Councilman Gil Stauffer, 2) declaring the council seat vacant, and 3) appointing a Vice President of Council

Motion made by Matthew Marcincin, seconded by Earl Hill, to add the above items to the agenda. Motion carried 6-0.

IV. Approval of Meeting Minutes

1. September 6, 2022

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

V. Courtesy of the Floor

A. Pre-Scheduled Appearances

1. Garrett Powell-Hellertown CAP Committee-Mr. Powell stated the Committee reached out to Bethlehem to request information on their Climate Action Plan. The Committee believes a more effective path forward is to target renewable energy on a case-by-case basis.

2. Donald Mills- Hellertown Walking Tour-Mr. Mills is the Director of Hellertown Historical Society. He discovered a 1995 Eagle Scout Project/Education Resource of a Walking Tour of Hellertown. Mr. Mills updated the original pamphlet, by collecting additional information and photos for three separate loops, for a walking tour around Hellertown. The walking tour has information and early photos of Hellertown as well as information about the town of Hellertown. PDF copies can be purchased by contacting the Historical Society at a cost of \$3.00 to cover the copying costs. There is also a link on the Hellertown Historical Society website.

Mayor Heintzelman thanked Mr. Mills for his research and suggested setting dates for the Walking Tour.

B. Comments on Agenda Items- None

C. Comments on Non-agenda Items- None

VI. Reports from Elected Officials

A. President

Mr. Rieger- Regretfully accepts the resignation of Council member and Vice President, Gil Stauffer effective immediately. He also thanks Gil for his service and sends best wishes to him.

Mr. Rieger declared the council seat vacant and directed Mrs. Hartranft to advertise his position. Applicant should send Letter of Interest and resume no later than September 28, 2022. Parties of interest must attend the October 3rd meeting. Northampton Election will also be notified of the vacancy.

Motion made by Michael McKenna to accept the resignation of Councilman Gil Stauffer with regrets. Second by Matthew Marcincin. Motion carried 6-0.

Mr. Rieger accepted nominations for Vice President. Terri Fadem motioned to appoint Matthew Marcincin as Vice President. Seconded by Earl Hill. Motion carried 5-0.

B. Mayor David Heintzelman

Mayor Heintzelman- Halloween Parade will be held on October 23, 2022, at 2pm. Parade is to promote Pride of Hellertown celebrating the anniversaries of Hellertown and the Dewey Fire Department. Parade will consist of six school bands marching and decorated floats. The band, Girl Crue, will perform from 4-7pm, at the conclusion of the parade at Dimmick Park. Mayor Heintzelman stated businesses have graciously donated monetary donations, however donations of hot dogs, buns, water, and beverages are appreciated. Food trucks will also be located at the park at the end of the parade. We are need of volunteers for set up. Please call Borough Hall if interested. There will be no rain date.

C. Hellertown Historical Society-Earl Hill

Upcoming dates for the Hellertown Historical Society

October 31, 2022- Trick or Treat at the Jail

December 2, 2022- Holiday Open House

December 11, 2022- Shopping at the Mill featuring Santa

D. Planning Commission -Earl Hill

Mr. Hill stated Planning Commission is in the process of reviewing SALDO and Zoning Ordinances.

E. Hellertown Area Library Board of Trustees -Matthew Marcincin

Mr. Marcincin had nothing to report.

G. Hellertown Chamber of Commerce -Tom Rieger

Mr. Rieger had nothing additional to report.

H. Saucon Rail Trail-Theresa Fadem

Ms. Fadem stated the Rail Trail Store is open for orders. Distribution will be October 22 and October 29 for pickup 9am-11am at the Upper Saucon Park.

J. Hellertown Civil Service Commission-Michael McKenna

Mr. McKenna reviewing procedure manual.

VII. Reports from Appointed Officials

A. Treasurer

1. Treasurer's Report-August 31,2022

Motion made by Michael McKenna, seconded by Earl Hill. Motion carried 6-0.

2.Statement of Revenues and Expenditures-August 2022

Motion made by Michael McKenna, seconded by Earl Hill. Motion carried 6-0.

B. Engineer- Bryan Smith

1. Report

Mr. Smith- Bids for Durham Street were due September 15, 2022. Only one Bid was received, will need to be advertised again.

Concession stand work is under construction. Demo work has begun on the concession stand.

Public Works Facility work is being done on the exterior lighting, in the process of finishing interior, and the fire suppression done.

Council Meeting Minutes

09/19/22

Page 5

C. Solicitor-Michael Corriere

1. Report

Mr. Corriere- The Stonewood streetlight needs to be installed by 12/7/22. A tax assessment appeal has been filed 650 Front Street, by the Saucon Valley School District. The SVSD office is requesting an increase. The borough supports this request.

D. Manager-Cathy Hartranft

Mrs. Hartranft had only agenda items.

E. Chief of Police

Chief Shupp (absent)

Mayor Heintzelman stated the new Weights and Measure truck replacing the Durango is ready for pickup on September 20, 2022. Looking to put truck in place by the end of October.

F. Public Works Director-Barry Yonney

Mr. Yonney- The week of September 25, 2022, will start Yard Waste pickup. No plastic or grass clippings. Items to be accepted are sticks, branches (no longer than 4 feet), leaves, and garden waste.

G. Zoning/Codes Officer-Kris Russo

Mr. Russo attended via Zoom. His report was submitted.
Motion made by Michael McKenna, seconded by Matthew Marcincin

Motion carried 6-0.

H. Fire Chief-Matthew Simkovic

1. Mr. Simkovic had nothing to report.

I. Emergency Management

1. Mr. Scherer was not present.

VIII. Unfinished Business

- A. Pioneer Pole Building HVAC Invoice
- B. Pioneer Pole Building Plumbing Invoice
- C. Pioneer Pole Building Electrical Invoice

Motion to Table to the October 3, 2022, meeting by Andrew Hughes, seconded by Earl Hill. Motion carried 6-0.

IX. New Business

- A. Outstanding Obligations-Approval of the Payments-9/8/22
Motion made by Earl Hill, seconded by Matthew Marcincin. Motion carried 6-0.
- B. Budget Meeting Notice dates – Mrs. Hartranft offered the following dates:
October 3, 2022 @ 6:00 pm – Police & Fire
October 10, 2022 @ 6:00 pm – Public Works, Parks, Liquid Fuels, Sanitation (ZOOM)
October 17, 2022 @ 6:00 pm – Admin, Insurance & Revenue, Library
October 24, 2022 @ 6:00 pm - Revenue & Capital (ZOOM)
November 1, 2022 @ 6:00 pm – if needed (ZOOM)
November 7, 2022– Preliminary Budget approval
December 5, 2022 – Final Budget approval
- C. Bid Proposal 2023 Police Interceptor Utility
 1. Rescind Prior Bid Acceptance 2022 Police Interceptor-order cancelled due to lack of parts. Koch offer to be placed on list, for the 2023 Interceptor, at an additional \$5,000 with a delivery middle to late spring. Mr. Simkovic stated keeping the costs capped at \$60,000.

Mr. Rieger requested that Matt check with other dealers, or Co-Stars to obtain a vehicle quicker.

Council Meeting Minutes
09/19/22
Page 7

Motion to table by Matthew Marcincin, seconded by Andrew Hughes.
Motion carried by 6-0.

Mr. Simkovic also mentioned there are still smoke detectors available if anyone is interested in the Borough.

D. Discussion Two Hour Parking West Side 600 Block of Main Street

Mrs. Hartranft stated Yeager's Pharmacy is requesting Council reinstate two-hour parking sign on the West Side of the 600 block of Main Street. Mr. Russo stated no ordinances have been found that there was a sign previously.

Borough Council directed the police and public works department to review and bring back a recommendation at the October 3 meeting.

E. Appointment to Zoning Hearing Board to Fill Unexpired Term to December 2025.

Mrs. Hartranft stated Donald Mills was interested in joining the Zoning Hearing Board. Motion made to appointed Donald Mills to the Zoning Hearing Board by Andrew Hughes, seconded by Theresa Fadem. Motion carried by 6-0.

F. Minimum Municipal Obligation Non-Uniform Pension Plan

Mrs. Hartranft presented the 2023 MMO for the non-uniform pension plan. Motion made by Michael McKenna, seconded by Earl Hill. Motion carried 6-0.

G. Minimum Municipal Obligation Police Pension Plan

Mr. Corriere presented the 2023 MMO for the Police Pension plan. Motion made by Andrew Hughes, seconded by Matthew Marcincin. Motion carried 6-0.

X. Announcements

A. Next Council Meeting will be held October 3, 2022

XI. Adjournment – Motion by Earl Hill, seconded by Mike McKenna to adjourn the meeting at 8:15 pm.

Respectfully submitted,

Cathy Hartranft, Secretary