

Borough of Hellertown
Council Meeting Minutes
Monday November 21, 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
Liz Thompson-	Present
Mayor Heintzelman	Present

Also in attendance were Cathy Hartranft, Michael Corriere, Chief Robert Shupp, Barry Yonney, Sheri Eichlin, and Junior Council Member, Kimberly Moser. Kris Russo and Tina Krasnansky were on via Zoom. Bryan Smith was absent.

III. Adoption of Meeting Agendum

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

IV. Approval of Meeting Minutes from November 7, 2022

Motion made to table approval of Meeting Minutes from November 7, 2022. Terri Fadem. Motion carried 6-0.

V. Courtesy of the Floor

A. Pre-Scheduled Appearances-none

B. Comments on Agenda Items-none

C. Comments on Non-agenda Items- none

VI. Reports from Elected Officials

A. President-none

B. Mayor

Light Up Night is Friday, November 26, 2022.

C. Council

Terri Fadem requested setting a date for Garrett Powell to educate the community on electrification in either January or February 2023.

D. Hellertown Historical Society (Earl Hill)

Upcoming events for December are 12/2- Open House 7pm-9pm and 12/10 Photos with Santa.

E. Planning Commission (Earl Hill)

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

G. Hellertown Borough Authority (Earl Hill)

H. Hellertown Chamber of Commerce (Tom Rieger)

I. Saucon Rail Trail (Theresa Fadem)

J. Hellertown Civil Service Commission (Michael McKenna)

K. Junior Council (Kimberly Moser)

High School band thanked the Police for the escort over the weekend. Students are looking forward to Light Up Night on November 25th.

VII. Reports from Appointed Officials

- A. Treasurer
- B. Engineer (Bryan Smith)
- C. Solicitor (Michael Corriere)-none
- D. Manager (Cathy Hartranft)-agenda items
- E. Chief of Police (Chief Shupp) none
- F. Public Works Director (Barry Yonney)

Public Works continues with Leaf Collection. Please have leaves in street for collection.

G. Zoning/Codes Officer (Kris Russo)

Motion to approve monthly report by Mike McKenna, seconded by Earl Hill. Motion carried 6-0.

Update on fire inspections and carbon dioxide alarm requirements. Mr. Russo is drafting a letter to local businesses to install carbon monoxide detectors. The State of PA does not have any requirements. Preliminary discussion at the December 5, 2022, meeting.

New UCC Permit application replaces the current separate permits-mechanical, electrical, plumbing that would be one universal permit. New application was drafted by Barry Isett and Associates and streamlined with CityShare.

Motion to approve new UCC Permit application by Terri Fadem, seconded by Andrew Hughes. Motion carried 6-0.

VIII. Unfinished Business

- A. Two Hour Parking West Side 600 Block of Main Street.

Chief Shupp and Mr. Yonney are reviewing all signs along the Main Street. Contradictions with the signs have been discovered. Chief Shupp requested a change in sign usage through a resolution be proposed.

B. Presentation of Outstanding Sanitation & Recycling Customers/Policy Discussion.

Mr. Corriere discussed how municipal liens are collected when a home is sold. A judgement replaces the lien since a judgement would go to the Sheriff collecting by 6 yrs. Sheriff adds additional fees on with the trash/recycling fees owed. A lien is valid up to 20 yrs.

Motion to table until January 3, 2023, by Liz Thompson. Motion carried 6-0.

B. Presentation and Adoption of Updated Civil Service Regulations

James Hill presented changes to the use of the polygraph, test results for Promotions and Agility Testing. Motion to approve the Adoption of the Updated Civil Service Regulations by Mike McKenna, seconded by Liz Thompson. Motion carried 6-0

IX. New Business

A. Payables- November 10, 2022

Motion made by Earl Hill, seconded by Terri Fadem to pay the bills. Motion carried 6-0.

B. Public Works/ Parks Seasonal Employee Bonus (Cathy Hartranft)

Motion to pay Public Works/ Parks Seasonal Employees who worked 200 hours in season by Andrew Hughes, seconded by Matt Marcincin. Motion carried 6-0.

C. Adoption of 2023 Meeting Schedules

Motion to adopt the 2023 Meeting Schedules by Mike McKenna, seconded by Earl Hill. Motion carried 6-0.

D. Approval of MOA between the Borough of Hellertown & Hellertown Police Association

Motion to approve by Terri Fadem, seconded by Matt Marcincin.
Motion carried 6-0.

E. Approval of the Articles of Agreement between the Hellertown regular Police Force & the Borough of Hellertown Association

Motion to approve by Earl Hill, seconded by Matt Marcincin.
Motion carried 6-0.

F. Act 57 Resolution #2022-10

Motion to approve by Mike McKenna, seconded by Terri Fadem.
Motion carried 6-0

G. Honorable Discharge Officer Tim Piotrowski

Motion to approve Honorable Discharge Officer Tim Piotrowski by Mike McKenna, seconded by Earl Hill.
Motion carried 6-0.

H. Approve Disability Pension effective 12/1/22

Motion to approve Disability Pension effective 12/1/22 by Mike McKenna, seconded by Earl Hill.
Motion carried 6-0.

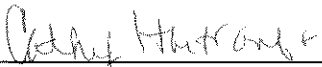
X. Announcements

Mr. Reiger announced Light up Night Friday November 25, 2022.

XI. Adjournment

Motion to adjourn the meeting at 8:00 pm. by Liz Thompson, seconded by Earl Hill. Motion carried 6-0.

Respectfully submitted,



Cathy Hartranft, Secretary