

Borough of Hellertown
Council Meeting Minutes
Tuesday January 17, 2023

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

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| Theresa Fadem- | Present via Zoom |
| 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, Barry Yonney, Chief Shupp, Sheri Eichlin, Bryan Smith, and Junior Council Member, Kimberly Moser. Kris Russo and Tina Kranansky via Zoom.

Mr. Rieger requested a Moment of Silence in Honor of former Councilman, Mr. Gil Stauffer who passed away recently.

III. Adoption of Meeting Agendum

Motion made to adopt the Meeting Agendum by Ms. Thompson, seconded by Mr. Marcincin. Motion carried 7-0.

IV. Approval of Meeting Minutes from January 3, 2023

Motion made to approve the Meeting Minutes from January 3, 2023, by Mr. Hill, seconded by Mr. McKenna. Motion carried 7-0.

V. Courtesy of the Floor

A. Pre-Scheduled Appearances-Mr. Garrett Powell-absent

Ms. Fadem stated Mr. Powell requests that council share goals for the community and ways to achieve those goals. A Climate Action Town Hall meeting is requested to discuss the resident's costs, ways to make renewable energy, and develop a climate action plan. Dates will be made in the future for a town hall with residents once conferred with Mr. Powell.

B. Comments on Agenda Items-none

C. Comments on Non-Agenda Items-Resident was questioning the posting of the 1/3/23 Agenda. Ms. Hartranft and Mr. Rieger confirmed Agenda was posted on the Friday prior to the meeting and refreshed.

VI. Reports from Elected Officials

- A. President-Council met in Executive Session prior to the meeting for the propose of ongoing litigation.
- B. Mayor reminded public this week is Hellertown Restaurant Week. Please support local restaurants. Information and listing of restaurants can be found on Facebook and the Chamber website.
- C. Council-none
- D. Junior Council (Kimberly Moser)

Saucon Valley High School Wrestling Team participated in Big Red Duals Tournament. Saucon Valley Cheerleaders are promoting fundraising efforts on WFMZ. Saucon Valley Music Connection is fundraising with "Flip Give" which is a free team fundraising app. The Saucon Valley Music Connection Scholarship Fund will earn cash back on purchases made through the app. The code for the purchases is 6MTQHM

VII. Reports from Appointed Officials

- A. Treasurer-December Treasurer Reports and Statement of Expenditures will be available at the February 6th meeting.
- B. Engineer (Mr. Smith)-agenda items only
- C. Solicitor (Mr. Corriere)-agenda items only
- D. Manager (Ms. Hartranft)-agenda items only

Ms. Hartranft proposed draft plan for the Compost Site Schedule for 2023. February 4 and February 11, 2023, from 9am-1pm for Christmas trees drop off. April 22, 2023, the Compost Center hours will be 9am-1pm. Beginning in May

through August, the Compost Center will be open every first and third Friday and Saturday of the month. During the months of September through November the center will be open the third Saturday of the month 9am-1pm. Recommended the Lower Saucon residents pay an annual fee of \$25. Motion to approve the Compost Center 2023 plan by Mr. Hughes, seconded by Ms. Thompson. Motion carried 7-0.

B. Chief of Police (Chief Shupp) monthly report

Ms. Fadem inquired of recent break ins in Lower Saucon. Chief stated recent Hellertown thefts are not. Motion to accept Chief Shupp's monthly report by Mr. McKenna, seconded by Ms. Fadem. Motion carried 7-0.

Chief Shupp requested to extend the 6-month probation period to one year for new officers, Jaron Steinmetz and Denis Connelly. Motion to extend the 6-month probation by Mr. Marcincin, seconded by Mr. Hughes. Motion carried 7-0.

C. Public Works Director (Mr. Yonney)-Monthly report

Thanked Council for the new Public Works Building. The new truck has been received. Council discussed holding the first meeting in May, Open House Council meeting, and Mr. Ruchs retirement party.

Christmas trees will be accepted at the Compost Center February 4 and February 11, 2023. Motion to approve by Mr. Hughes and seconded by Ms. Thompson. Motion carried 7-0.

D. Zoning/Codes Officer (Kris Russo)-Monthly report

Motion to approve by Ms. Fadem, seconded by Mr. Marcincin. Motion carried 7-0.

E. Fire Chief-none

F. Emergency Management-none

VIII. Unfinished Business

- A. Pioneer Pole Building Final invoice in the amount of \$119,733.00. Mr. Hill questioned if the doors have been working properly. Mr. Yonney stated the compression valve is not fixed and the doors are not working 100%. Motion to table to the February 6th meeting by Mr. Hill. Motion carried 7-0.

- B. Main Street Parking- Mr. Corriere & staff prepared a draft regarding to Main Street Parking. Chief had a change parking limits 2-hour parking on certain parts of Main Street. Once the draft is finalized with staff, it can be advertised. Ms. Hartranft stated a corresponding resolution, a resolution would need to be approved. No action required.

IX. New Business

A. Outstanding Obligations-

Motion to approve the payment of the bill by Mr. Hill, seconded by Ms. Thompson. Motion carried 7-0.

B. Sanitation Demand Letter-

Mr. Corriere presented a Demand letter to be sent out to all property owners with sanitation liens. Mr. Rieger suggested adding language that is more forceful and descriptive of the process the Borough means to implement. He suggests adding payment must be made in full within 30 days or sign a payment of agreement. The council discussed publishing names, addresses, and amounts of delinquent accounts. If payment is not made or arrangements to pay, the account will be taken to small claims court, or a judgement will be placed on the property.

Motion by Mr. Hill, seconded by Mr. Thompson. Motion carried 7-0.

C. Truck Driver /Step Increase-Craig Medei, Jr.

Mr. Medei successfully completed his 24 months of employment and has passed a written knowledge test. He has demonstrated skills in truck driving

all trucks. Mr. Yonney has recommended his step upgrade from \$28.48 to \$29.03. Motion to approve the Truck Driver/Step Increase for Craig Medei, Jr. by Mr. McKenna, seconded by Mr. Hill. Motion carried 7-0.

C. Escrow Release -32 Clark Street-Mr. Smith stated this is 2-lot subdivision where developer has built 2 family attached dwellings. The public required improvements have been completed and developer has met the 18-month warranty. The developer and Mr. Smith requests releasing \$2,744. minus any additional engineering fees or legal fees. Ms. Hartranft noted additional engineering fees had incurred, resulting in the amount being less than stated. Motion by Mr. Marcincin, seconded by Ms. Fadem. Motion carried 7-0.

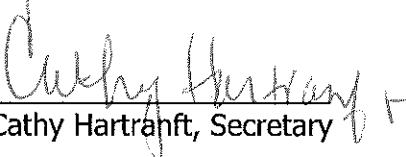
D. Escrow Reduction-1604 Clauser Street-Mr. Smith stated this is a 4-lot subdivision of 4 units attached. The developer is requesting 18-month warranty reduction in the amount of \$22,144.54. minus the engineer fees. Borough will hold a \$3000. Retaining Fee for final review. Motion to approve Escrow Reduction of 1604 Clauser Street by Mr. Marcincin, seconded by Ms. Fadem. Motion carried 7-0.

X. Announcements-none

XI. Adjournment

Motion by Mr. McKenna seconded by Mr. Hughes to adjourn the meeting at 8:00 pm.

Respectfully submitted,


Cathy Hartranft, Secretary