

**BOROUGH OF WIND GAP
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The Council meeting of the Borough of Wind Gap on Tuesday, May 21, 2002, was called to order at 7:30 p.m. by Council President Winton Male, at which time he reminded those present that the meeting was being recorded. In attendance were Councilmen: Lewis Paulhamus, John Hannon, Mitchell D. Mogilski, Sr., William Pysher, Richard Getz and Kerry Gassler. Also in attendance was Secretary/Treasurer Louise Firestone.

Approval of Minutes –

On motion by John Hannon to approve the minutes of May 6, 2002 and seconded by Richard Getz. Correct typo on page 3. Lewis stated that he voted to oppose Resolution 2002-1 and he will not sign the resolution. Discussion whether Lewis had to sign the resolution. Mitch stated that this topic has come up in the past and the Borough Solicitor advised that it has passed by Council and therefore it is in force. Roll call vote taken. In favor: L. Paulhamus, J. Hannon, W. Male, M. Mogilski, W. Pysher, R. Getz. Abstained: K. Gassler. Motion carried with a vote of 6-0-1.

Public Comment

1. Rick Kominick, Community Map & Newsletter Company, Birdsboro, Pennsylvania. Rick does publications with local governments. He is proposing to Council to do a community guide that would include a history of Wind Gap, a map of Wind Gap, a list of local elected officials, common questions regarding permits and ordinances, emergency groups, local organizations and events. Rick would require a letter of introduction from Borough Council to solicit businesses for advertising on this map. The advertising would pay for the cost of the guide. A typical size ad would cost approximately \$225.00. Rick stated that the response is usually quite favorable from the businesses and he would not pressure anyone to participate. Kerry asked how long it would take once Council would give their okay until a copy would be available for distribution. Rick answered that it typically takes six months for the initial run of maps. Community Map would mail a copy to each residence in the Borough and also provide several hundred copies to the Borough for their own distribution.

2. Robert Matlock, 346 Alpha Avenue, Wind Gap. Bob commented that he has noticed several fences going up and other small types of construction within the Borough. He asked

Council who polices these types of activity in the Borough? He feels that the Borough is losing revenue. He stated that three hours per week is not enough for the Zoning Officer and maybe he should be in the office on another day during the week for three hours. Bob is concerned with the dumping of grass and clippings on Alpha Road. Richard feels that enforcement should be by the proper authority and the Zoning Officer should have more hours, but one of the problems is the cost.

3. Chris Bruch, 108 A Street, Wind Gap. Chris questioned why nothing further had been done about the tree on A Street. To date it had only been partially removed and the motion made last year was to have it removed. Winton to look into this issue. Chris also asked about the grass alleyway off Chestnut Street which runs behind the houses on A Street, but is not named. He asked that if it is not ordained can the homeowners get documentation that it will be turned back over to them. This has not been maintained by the Borough. Mitch will drive down and take a look. Chris stated that Mr. Wentzell owns property on A Street and has the original paperwork. Council will look into what needs to be done to turn this property back to the homeowners.

Mayor Kenneth George arrived at 7:58 p.m.

New Business

1. Wind Gap Municipal Authority Feasibility Study. Council has been discussing a Borough Manager and most people Winton has spoken with agree that a manager is something that the Borough needs. The problem is how will the Borough pay for a Manager? A feasibility study will be done to determine if having a Borough Manager managing both the Borough and the Authority with the Borough assuming responsibility for the operating part of the Authority to find out if any money could be gleaned by that combination that would help pay for the manager. He stated that it works in Pen Argyl and other places and feels that it is something that the Borough needs to look into. The cost of a Borough Manager would be at least \$50,000 plus benefits. Winton received a letter from the Borough Auditor with a not-to-exceed cost of \$1,850 to complete an audit. Bill asked how long this process could take? Winton is currently unsure, but will get clarification from the auditor, but the co-operation of the Authority will be a key to the length of time to complete the audit. Pen Argyl has a Borough Manager and an employee in the Borough office who run the operation and that their compensation is partially offset by the sewer income. Paul Levits stated that Pen Argyl is not an operating authority and never has been. He said that it is totally a different legal structure and only serves the residents of that Borough and does not go outside the boundaries. He cautioned that the people of Plainfield and Bushkill will fight because they would be paying the bill for the Borough of Wind Gap's Manager. Winton

explained that the Borough does not intend to raid the treasury of the Authority, but only to cover administration expenses. The citizens of Plainfield and Bushkill now are paying in part for the operation of the present administration. Mike Gassler expressed his disagreement with the idea of a Borough Manager because of the cost involved for such a small Borough. Winton stated that the legalities have been discussed with the Borough Solicitor and the state and the first step is to find out if this is even a viable idea. Winton said that if the feasibility study shows that it is not economically feasible, no savings involved, then it would be useless to proceed with any further action. Kerry asked if any monies were appropriated in the budget this year? Winton replied that the Borough still has the Giant Food penalty money of \$4,000. Lewis stated that he feels the Borough should have full-time police coverage before a Borough Manager is hired.

2. **Borough Wide Yard Sale.** Winton stated that the office has received numerous phone calls regarding having another Borough wide yard sale. Mitch said that the only negative he heard from last year was September was too late in the year. John added that not all the people are home during the Labor Day weekend. A possible date in August was discussed. Mayor suggested holding one in the spring and fall next year. Mitch suggested e-mailing residents in the Borough e-mail address book asking for input on preferred dates.

3. **GIS - Graphic Interface Software.** Winton explained that a grant is available from the State to purchase GIS, but the grant is contingent upon the recipient sending a representative to State College to attend a seminar to learn how to run the program. A seminar on the use of GIS at the local government level will be held on May 31 that Winton and Richard plan on attending. The GIS program shows aerial views of all properties and once this is done, overlays can be used over the properties such as the zoning districts or the location of sewer lines. John asked what the chances are of receiving a grant? Winton replied that they award in cycles at about 10 or 20 at a time, but he reiterated that they feel strongly about the education of the software and the cost of the two day seminar would be roughly \$400. Part of the grant application is a commitment to attend the seminar for the purpose of training.

Old Business

1. **Salt Shed Expansion.** Kerry received a couple quotes for expansion. MSG and Butler did not have time to quote. One quote received is for expanding it eight (8) feet. The other one includes the construction of three (3) eight (8) foot high, ten (10) inch thick concrete walls with wood and metal frame above. Discussion about loading the salt from the back. Kerry to call the contractors for additional quotes and measure a truck to make sure that the height is adequate for a truck to dump. Richard asked if Council can justify spending the extra money when John Zucal can load the salt. Winton replied that the back of the shed is bulging up above. Decision was made to build it with a higher concrete wall with the intention of adding a flap for dumping in the future. The Borough backhoe will be used to excavate for this project.

2. **Incomplete Curb Repairs.** Mitch and Kerry walked the Borough to check on the progress of the curb repairs and replacement. Kerry reported that some curbs have been completed, but without permits. Eight have been completed, ten in the process, but two have not taken any action at this time. Kerry asked how Council wishes to proceed with the two properties who have not done the repairs. The repairs are minor and the street workers could do the work. Winton suggested that these homeowners are made aware of the ramifications of not completing the work such as a lien on their property, being charged cost plus 10% and subject to fines. The properties not completed are located on Washington Street and the other is the corner lot of Broadway and Third Street.
3. **Park Sidewalks.** Kerry explained that the Park Board had earmarked \$10,000 in their budget for sidewalks on Third Street. They wanted to have the street workers install the forms, but the window of opportunity for installation has passed. This issue may be discussed once the activities have been completed at the Park this fall.
4. **Committee Spending Limits.** More ideas have to be brought before Council for discussion. Bill suggested that the Capital Expenses have prior approval. Discussion about the cost and the immediate repairs to the Police car as being emergency and completed without prior Council approval. Also, Lewis explained that some electrical work needed done at the Park pavilions with the breakers. Council was not notified prior because this needed to be completed prior to the AA's Annual Car Show. More information will be distributed to Council regarding the spending limits.
5. **Park Grass Cutting.** John has offered to give up the Park grass cutting due to the work load required by the Street Department for this year. Discussion regarding having Woody do the cutting while John completes street projects. Kerry stated that for safety purposes two people are necessary for streets. Winton added that currently there are no provisions for grass cutting in the Park budget. Once the bids are opened no more bids can be solicited. Bids received early this year by the Borough were opened. One lawn care business quoted \$665 for mowing of Borough property with the Borough Park being \$540.00. The other quote was \$975.00 for Borough property. Cutting of the lower soccer field, lower baseball field and upper baseball fields would be \$325.00. A comparison of cost between an outside contractor and the street workers will be distributed.
6. **Park Restroom Feasibility Study.** Senator Dent's office called and stated that because of the Governor's schedule the awarding of grants will not likely take place prior to the end of this month. The Borough was advised to be cautiously optimistic about receiving some money. Winton is suggesting that the Borough Engineer be directed to complete a feasibility study for the location of the restroom at the Park. Kerry questioned why the Engineer would make a study for

the location when the Town Meeting indicated people would like the new restroom be located where the present one stands. Winton explained that this study would have to do with the hook-up. The question is whether it would be hooked up to the manhole that is already in the Park or if it needs to be moved one way or the other. The engineering would show the best location for the facility. Paul Levits asked if this was already done by Kerry and Terry Miklas? Kerry stated that he understands the engineer may want to verify his numbers and Council has the prerogative to see if there is enough elevation from the manhole in the Park. Kerry added that the line he got approved through the Authority would run through the girl's softball field to the alley between Fourth and Fifth. It would go along the softball field, the walkway and through the playground to the kitchen to a grease trap and then go up to the existing restroom or new restroom in the same location. At the June meeting Council will decide if they will hire the engineer go in and shot the elevation. Winton reiterated that this project has been voted on by Council and will be done this year.

7. Office Furniture. Winton will distribute information received from the furniture vendor as soon as he receives something. He proposed to use the remaining money from the \$4,000 Giant Food fine money to pay for the furniture.

8. Zoning Fee Schedule. Winton is in the process of putting together samples of fees using both the old fee schedule and the new fee schedule. Richard and John to review once they are completed. Lewis stated that the committee of himself, Mitch and Kerry plan to meet on May 30 to further discuss the fee schedule.

Executive Session - Council adjourned to Executive Session to discuss the Police Contract at 9:09 p.m.

Louise M. Firestone, Secretary / Treasurer