

**BOROUGH OF WIND GAP
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The Council meeting of the Borough of Wind Gap on Tuesday, November 16, 2010, was called to order at 7:30 p.m. by Council President, Scott Parsons, at which time he reminded those present that the meeting was being recorded. In attendance were Councilmen: Joe Weaver, Dave Hess, George Hinton, John Maher and Tony Curcio. Also in attendance were Mayor James M. Shoemaker, Borough Engineer Brian Pysher and Borough Administrator Louise Firestone. Absent was Councilman Kerry Gassler.

PUBLIC COMMENT

1. Residents from 59 (Morghan Rake) and 61 (Sandra Davey) Lehigh Avenue. Morghan stated that the contractor doing the work on Lehigh Avenue did damage to her property and she was informed that the damage would be fixed. She provided Council with before and after photos of the wall and explained that the Muschlitz workers did return to fix the wall, but they did not do it properly. Christina spoke on behalf of grandmother, Sandra Davey, and stated that when the project started the contractor dug a hole in front of the house to switch out the pipe that was coming off of the downspout coming down from the house that went directly into the ground and instead put a pipe straight out of the bank and what happened not long after they finished doing that there was the big rainstorm and all the water came out of that pipe and washed half the bank away. The problem now is that it has created a hole and every time it rains the hole gets bigger in size. One of the small children tripped in this hole and fell during trick-or-treat. She is concerned with winter coming that any water coming out of the pipe will flow on the sidewalk where it will freeze and become a sheet of ice. The water was intended to go into the drainage system and not on the sidewalk. Brian Pysher acknowledged that when the downspout leader was finished we did the rainstorm which measured eight inches of rain. The contractor knows that they have to come back out to correct that problem. He stated that he would speak to Muschlitz tomorrow and have them come back and restore the topsoil and extend the pipe and angle the pipe to the sidewalk. Scott stated that hopefully this will get corrected shortly.

COMMITTEE REPORTS

1. EMS – Kerry Gassler was absent.
2. Fire Co. – Dave Hess reported that the Fire Company responded to 14 calls in the month of October. Approximately six fire firefighters completed their “Essentials of Fire Fighting” which means they are now able to go into buildings. The registration cards for the Fire Company vehicles need to be reviewed because there are incorrect VIN numbers on the cards. The Fire Company thanks Borough Council for sending Waste Management a letter, but wasn’t it supposed to be copied to the DEP and the newspapers regarding Waste Management’s decision to eliminate the \$25,000 contribution to the Fire Company. The old police car that the Fire Company uses has died, but since it is a Borough vehicle what does Council want to do with the car. Since the car is Borough property it must be researched to determine how it is must be properly disposed.

3. Zoning – Tony Curcio reported that there were no new applications received so no meeting will be held in December.

4. Planning - Scott Parsons reported that the RPM Center is buying the adjacent property from Nolan Perin to expand and they will be back before the Planning Commission. They are transferring the property for more space, but there is concern because they are already storing waste material and that property. Brian added that they will no be back before the Planning Commission until January. Brian Pysher will contact the Plainfield Township engineering to request a copy of their review comments on this plan.

5. Municipal Authority – John Maher reported that at the October 27, 2010 Authority meeting, Gibraltar got the go ahead to have two houses in their new development hook up to the sewer. The Authority is planning on replacing sewer in “F” alley behind Borough Hall and they asked what they should restore the alley to stones like other alleyways or repave it the way it is now. John asked for a ruling from Council so that he can report back to the Authority. He asked the Police Chief who stated that the alley has to be plowed so the police vehicles can get in and out. Council agreed that the way it is before they do any work in the alley is the way it has to be restored.

The other discussion was the cost to repave the trench across Second Street and how much is Council expecting them to pay. The Borough paid for the repaving and the Authority is asking what their contribution would be. Brian stated that Ciccone (the Authority’s contractor for the sewer line project in the alleys) verbally provided the Borough with a quote of \$600 for the materials for the restoration of the pavement. Now that the project has been completed, Ciccone invoiced the Authority for the work, but at a higher cost then the Authority expected. Council agrees that the Authority should pay whatever the bill is over the agreed upon \$600 for the materials. The Borough paid for all the paving on West Street during the Lehigh Avenue storm water project even though the Authority did work at the intersection of Lehigh and West. The Borough became involved with the paving of the Authority project on Second Street because the Borough was receiving constant complaints about the condition of the road and to expedite the paving it was agreed that the Borough would pay for the materials. The Authority had an issue with Gibraltar Development and ultimately who would pay for restoration and while they had ongoing discussions the road was not getting repaired.

On motion by George Hinton to reduce the paving bill from Lehigh Avenue of \$5,000 by \$600 for materials used for repaving Second Street making it \$4,400 owed to the Borough by the Municipal Authority and seconded by John Maher. Roll call vote taken. Motion carried unanimously.

6. Streets – George Hinton reported that the street workers are picking up leaves and cleaning off the catch basins. Today the base course was installed on West Street and they plan to mill 1” back along the trench on Friday. George asked if the sidewalks are going to be installed on South Broadway and First Street. Brian stated that the developer has been telling him for months that the sidewalk would be put back this year. After review of the agreement, the developer has up to two years to complete the installation of the sidewalks. George asked Brian to follow-up with Ron Karasek to verify when the sidewalks have to be installed. George stated that the Borough snowplows will not be plowing First Street since it has not been turned over to the Borough and is not an ordained street.

7. Police – Mayor Shoemaker reported that the Police responded to 146 calls in the month of October. There were nine motor vehicle accidents during the month and five traffic citations were issued for various violations of the vehicle code. There is an officer out on medical leave.

8. Park – Joe Weaver reported that the Park Board received a letter of resignation from Janet Mishkin because she is moving out of the Borough.

On motion by Joe Weaver to accept Janet Mishkin's letter of resignation with regrets and seconded by Tony Curcio. Roll call vote taken. Motion carried unanimously.

Joe stated that the Park Board received three quotes to replace the fence at the park. They agreed to go with the lowest bid. Fry's Fencing out of Nazareth was low bidder with a bid of \$3,300. They received quotes to grind down three large tree stumps in the park. They have money in their tipping fee budget to cover the expense of the fence.

On motion by Joe Weaver to hire Gary Eagle Tree Service to grind three tree stumps in the park at a cost of \$650 to come out of Park Board budget and seconded by Dave Hess. Roll call vote taken. Motion carried unanimously.

On motion by Joe Weaver to accept Fry's Fencing bid of \$3,300 to replace the bad fence in the Park and seconded by John Maher. Roll call vote taken. Motion carried unanimously.

9. 911 – Tony Curcio had nothing to report.

10. Building Finance – Scott Parsons stated that tomorrow is the auction for Mr. Goffredo's properties.

11. Tipping Fees - Tony Curcio had nothing to report.

12. Property Maintenance Code – Scott Parsons reported that the committee will meet in December and hopefully have a recommendation shortly.

MAYOR'S REPORT

Mayor Shoemaker reported that the Slate Belt Council of Government will meet at Washington Township Elementary school on November 24, 2010 at 7:00 p.m. Lehigh Avenue is opened and speed limit signs will be permanently installed. Progress continues to be made on First Street and all paving is complete except for the finished coat. West Street should be completed by the end of the week. Borough residents are invited to attend the Annual Tree Lighting Ceremony to be held November 28, 2010 from 3:00 p.m. – 6:00 p.m. at the Wind Gap American Legion, free refreshments, entertainment, activities sponsored by local businesses and other community groups.

NEW BUSINESS

Borough Council acted upon New Business during Committee Reports.

OLD BUSINESS

1. Security System SOP – Guide Book. John Maher provided Council with a copy of an SOP for the surveillance cameras in the Borough Office and the Police Station. John explained that like any document it must have a history, when it was created, when it was changed, who changed it and that is what the second page is about. Joe stated that the document should include what the roles and responsibilities are for the security system. John suggested that a security sub-committee should exist so it is not one person making decisions and then modifications can be made. He did not include details of the publisher of the software, but does refer to the publisher's document if necessary to through the how it. Further discussion can take place regarding the access and authority over the program. Scott to set up security committee at next meeting.

On motion by George Hinton to accept the Security System SOP as presented by Councilman John Maher and seconded by Tony Curcio. **Amended motion** by George Hinton to include removing Council's authority for the Police door and Squad Room and seconded by Tony Curcio. Roll call vote taken. Motion carried unanimously.

2. Park Master Plan. No action at this time.

3. Zoning District Change. Scott Parsons stated that Council is waiting Lehigh Valley Planning Commission comments.

4. Firehouse Floor. Brian Pysker reported that instead of cutting up a section of floor they are going to drill 1" holes and then they can measure down and glue a dowel to fill in the hole instead of removing an entire section of floor. Brian will report back when this has been done.

EXECUTIVE SESSION

Council adjourned to Executive Session at 8:28 p.m. Council reconvened at 8:34 p.m. Scott Parsons informed those present that Council discussed personnel issues and no action would be taken at this time.

Budget Meeting. Scott announced that Borough Council will meet for a special meeting for the sole purpose of discussing the 2011 Budget and that meeting will take place at 7:00 p.m.

Dave Hess asked if the Civil Service Commission has met yet. Scott stated that he will get a meeting scheduled.

On motion by Tony Curcio to adjourn the meeting of November 16, 2010. Council agreed unanimously.

The meeting of November 16, 2010 adjourned at 8:47 p.m.

Louise Firestone, Borough Administrator