

**BOROUGH OF WIND GAP
29 MECHANIC STREET
WIND GAP, PA 18091
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The Council meeting of the Borough of Wind Gap on Monday, November 7th, 2011, was called to order at 7:30 p.m. by Council Vice-President George Hinton, at which time he reminded those present that the meeting was being recorded. In attendance were Councilpersons: Kerry Gassler, Dave Hess, John Maher, and Joe Weaver. Also in attendance were Mayor James Shoemaker., Borough Solicitor Ronold Karasek, Borough Engineer Brian Pysker, and Borough Assistant Administrator Darlene Plank.

PUBLIC COMMENT

1. Mrs. Evan Maher stated that she would like to encourage council to pass the property maintenance codes. She believes they are needed for certain building and yard situations, not just being concerned with screens on windows.
2. Mr. Dave Valley wanted to reiterate the importance of the property maintenance code being needed here in the Borough. There are properties that are not being maintained and they are bringing the property values down for those around them.

APPROVAL OF EXPENSES

On motion by Kerry Gassler to approve Borough expenses in the amount of \$16,262.37 and seconded by John Maher. Roll call vote taken. Motion carried unanimously. Vote 5-0 in favor. Dave Hess questioned why the Borough paid to have the broken down Van at the park towed. The Mayor explained that the Borough received numerous complaints regarding the vehicle and that he made the decision to have it towed by the Borough. The vehicle owner did not have the funds to have it removed/towed. The Borough will send a bill and try to recoup the monies spent.

APPROVAL OF MINUTES

On motion by Kerry Gassler to approve the Borough meeting minutes of October 18, 2011 and seconded by Dave Hess. Roll call vote taken. Motion carried unanimously. Vote 3-0 in favor. Councilmen Hinton and Maher had to abstain.

SOLICITOR'S REPORT

Ron Karasek presented his written monthly Solicitor's report for the month of October, 2011. John Maher asked Ron about the street opening ordinance and Ron replied that a resolution of fees needs to be established and as well as a complete application guideline.

ENGINEER'S REPORT

Brian Pysker submitted a written Engineer's report for review that described the Engineering Tasks of Oak and Genoga Streets paving, the Wind Gap Firehouse Floor, and the Gibraltar Development (Posh Subdivision).

On motion by John Maher to approve the releasing of the total payment of \$55,488.12 requested by the Lehigh Valley Site Contractors on the condition that they submit a maintenance bond for 15% of the final cost of the project, and seconded by Dave Hess. Roll call vote taken. Motion carried unanimously. Vote 5-0 in favor.

NEW BUSINESS

Ron Karasek suggested Council wait and table the Civil Service Commission Amendment to Rules and Regulations not knowing whether or not the Civil Service Commission has acted upon or approved it per Pete Layman's letter.

On motion by Kerry Gassler that Martha Davis residing at 52-A South Broadway be granted a handicap space on Mechanic Street in close proximity to the front entrance of her apartment building, and seconded by John Maher. Roll call vote taken. Motion carried unanimously. Vote 5-0 in favor.

On motion by John Maher that Council review the draft Earned Income Tax Ordinance/Resolution prepared by Ron Karasek, additionally to have Mr. Karasek start the process needed for advertisement, and seconded by Kerry Gassler. Roll call vote taken. Motion carried unanimously. Vote 5-0 in favor.

OLD BUSINESS

John Maher is requesting authorization to start the GIS process for street and equipment automation per the contract submitted to the Borough by the SSM Engineering and Environmental Services. Dave Hess and Joe Weaver mentioned that previously 3 bids or estimates were requested and are concerned that only one firm showed an interest in the task. According to Mr. Maher an attempt was made to receive other offers. Copies will be made and distributed of the cover letter and scope of work. Council agreed to table this topic until the next meeting on November 15, 2011.

EXECUTIVE SESSION

The Council met from 8:05 pm to 8:15 pm for Executive Session at Wind Gap Borough Hall. Council Vice- President George Hinton reported that Borough Council was in Executive Session to discuss Gibraltar Real Estate matters and being permitted to call in 10% of their bond per year. The cost estimate was prepared in 2009.

On motion by Kerry Gassler that Council request 10% of Gibraltar's Bond for calendar year 2010 and 10% for calendar year 2011, and seconded by John Maher. Roll call vote taken. Motion carried unanimously. Vote 5-0 in favor.

On motion by Kerry Gassler to request an additional increase in the performance security to accommodate the costs at the Cortezzo property as per the plan design changes and the quantity and cost estimate to be prepared by the Borough Engineer, and seconded by Dave Hess. Roll call vote taken. Motion carried unanimously. Vote 5-0 in favor.

On motion by John Maher and seconded by Kerry Gassler the meeting of November 7th, 2011 was adjourned. Council agreed unanimously. Vote 5-0 in favor.

The meeting of November 7th, 2011 adjourned at 8:25 p.m.

Darlene C. Plank, Asst. Borough Administrator