

**BOROUGH OF WIND GAP
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The Council meeting of the Borough of Wind Gap on Tuesday, November 15, 2011, was called to order at 7:30 p.m. by Councilman Scott Parsons, at which time he reminded those present that the meeting was being recorded. In attendance were Councilmen: John Maher, Dave Hess, Kerry Gassler, George Hinton, Joe Weaver and Tony Curcio. Also in attendance were Mayor James M. Shoemaker and Borough Administrator Louise Firestone.

PUBLIC COMMENT

1. Desiree De Nicola, Mayor of Bangor, issued an invitation to all those present to Roseto's 100th year of incorporation celebration (Cent' Anni which in Italian means centennial). Roseto has printed placemats with all the events planned for 2012. The actual day of incorporation is January 2nd. Roseto Borough Council plans to hold their reorganizational meeting, adjourn to the social hall to enjoy Italian desserts and open their time capsule. The time capsule is from 1987 and is currently housed in the Mayor's office. The Borough plans on having a film producer do a documentary on Roseto and he will accompany her to Italy in the spring of 2012. They have set up walking tours of the Borough explaining the original businesses along Garibaldi Avenue. She showed Council a "share of stock" which Roseto is selling in an effort to raise money. At a cost of \$12.50, they are hoping to sell 1912 shares of stock that have no monetary value, but symbolize ownership in the Borough. If they sell 1912 shares of stock they will have a raffle with eleven winners to be determined on January 2, 2013. If they do not sell all shares, they will have to decrease the amount to the winners. They have red and white wine and clothing for sale as part of their fundraising. Scott offered to include information in the monthly Borough newsletter.

2. Alex Cortezzo addressed Council regarding the progress made on First Street in relation to his property on the corner of South Broadway and First Street. George explained that at the last meeting Council agreed to call in the bond on Gibraltar along with adding a percentage on top of the bond. Once the Borough receives that money, the driveway will be fixed. Unfortunately, the Borough has to go through the bidding process to get quotes for the necessary repairs. George promised to follow-up with the Borough Solicitor to find out what the timeframe would be to get this done. Alex is concerned about grading in front of his garage because right now it is impossible to use. The sewer and catch basins still stick up above the level of the street because the final grading and construction of the street has not been completed. Borough Council has decided that they cannot wait any longer to move forward to completing this project. Kerry confirmed that Alex wants the concrete slabs down to use the garage. There has been discussion that property owner should personally hire a landscaper to do the work and then send the bill to the Borough, but it was undecided if this can legally be done.

COMMITTEE REPORTS

1. EMS – Kerry Gassler reported that the Wind Gap Ambulance Corps has not had a meeting in the last six weeks so he has nothing to report at this time.

2. Fire Co. – Dave Hess reported that the Fire Company will meet next week. Fire Company President, Jeff Yob, informed Dave that the firehouse roof is leaking above the truck garage and that the garage doors need greased / serviced. That has typically been the responsibility of the Fire Company not the Borough.
3. Zoning – Tony Curcio reported that no Zoning Hearing Board will be held in December.
4. Planning - Scott Parsons reported that no Planning Commission meeting will be held in December.
5. Municipal Authority – John Maher reported that he attended the Authority meeting on October 26 and there is not a lot going on at this time. They had a lot of discussion on grease traps and sizing. They started working on next year's budget and plan to finish it up at tomorrow night's meeting (November 16, 2011). Their engineer, Doug Hunsinger, is retiring and John anticipates the Authority going out to in search of another engineering firm.
6. Streets – George Hinton reported that the street workers are closing up the Park for the winter. They have been vacuuming up leaves and will continue to do so for several more weeks so get the word out. Scott asked if the street committee had come up with a list of streets for repairs next year. George replied that the committee hopes to finish up the list of streets that were not completed this year. Dave asked if a short Executive Session is needed and George confirmed they need to discuss the teamster's contract.
7. Police – Mayor Shoemaker reported that the Police responded to 118 calls in the month of October, there were thirteen animal complaints, and five motor vehicle accidents and the police issued twenty-two traffic citations.
8. Park – Joe Weaver reported that the Park Board had a meeting scheduled for last Tuesday, but unfortunately there were not enough members present for a quorum so no official action was taken. At their prior meeting, the Park Board approved the purchase of additional equipment for the park which will be discussed under New Business.
9. 911 - Tony Curcio had nothing to report.
10. Tipping Fees - Tony Curcio had nothing to report.
11. Building Finance Committee – Scott Parsons reported that the Borough received the appraisal for the property. John Maher suggested that at this point, the committee sits with the owner of the property to discuss the Borough's interest in the property. He also suggested that when Council makes a decision regarding the possible purchase of this property, a public meeting be held so Borough residents are fully aware of Council's intention and funding for this purchase. At this point, Council does not have numbers to make a purchase. Council would have to make a commitment to a realtor to put Borough properties on the market. The committee intends to hold that meeting prior to the next Council meeting.

MAYOR'S REPORT

Mayor Shoemaker reported that the Slate Belt Council of Governments will meet on October 30, 2011. The COG intends on having a joint meeting with Borough officials and Mayors to try and address problems faced by the member municipalities, but a meeting date has not been set as of yet. The annual tree lighting ceremony is scheduled for Sunday, November 27, 2011 from 3:00 p.m. –

6:00 p.m. at the Wind Gap American Legion. The new lights will be installed prior to the party. The Mayor thanked Councilman Dave Hess, Borough Zoning Officer Darlene Plank and Lucy Flinn for their efforts in transporting the new lights back to the Borough and seeking donations to offset the cost of the lights. Additional signs have been installed on Third Street to make motorists aware of the speed on that street because there continues to be complaints regarding speeding. Eric Donaldson has been hired as a full-time police officer and will be starting as soon as all his equipment arrives. The Mayor went to Veterans' Affairs today for Derek Holland. He received a price quote from Owens Monumental (20X10X4) and he has the necessary information to be engraved on the stone. He is suggesting placing the marker at the monument on Lehigh during a ceremony. The cost will be approximately \$350 and he will ask the American Legion if they would be willing to donate the difference between what was donated by Derek's mother and the total cost.

OLD BUSINESS

1. GIS – Professional Services. John Maher provided Council with a written background document explaining what has happened with regard to installing a GIS system in the Borough Office. Any real estate transactions would be provided by Northampton County. George asked if John received any input from the Borough Engineer regarding the cost estimate provided by the engineering firm and if the cost is realistic. John did not have any discussion with Brian regarding this issue. Brian will be an important resource in gathering information for the Borough. John offered to be the project lead on the GIS and plans on gathering the information during the winter. After further discussion, John explained that the cost to the engineering firm would be \$5,000, the license fee is \$1,500, and the hardware (GPS) \$720 and data fee for Lehigh Valley Planning Commission could be \$200. The Borough would need to upgrade the current computer hardware in the office in order to handle the added information. The money would be used from the Capital Reserve tipping fees from the administration budget.

On motion by John Maher to approve the expenditure to move forward with the GIS and hiring of SMS and seconded by Kerry Gassler. John **Amended the motion** with a Not-To-Exceed cost of \$9,500 his motion to include a Roll call vote taken. In favor: T. Curcio, K. Gassler, G. Hinton, J. Maher, S. Parsons, J. Weaver. Opposed: D. Hess. Motion carried with a vote of 6-1.

2. Firehouse Floor. Scott Parsons asked what the status is of the firehouse floor. George said that there was a meeting with the Fire Company and they are asking what Council is going to do about proceeding with the purchase of a new building. If Council is not going to move forward then the Fire Company firehouse committee will discuss how to go about replacing the firehouse on the existing property.

3. Christmas Lights – Dave Hess reported that currently the donations toward the purchase of the lights are \$300 short of the \$1,500. Dave anticipates concluding fundraising this week so that the sign can be completed acknowledging the donors.

NEW BUSINESS

1. Park – New Equipment Purchase. Joe reported that the Park board voted to purchase new equipment provided that they could find similar quotes. They intend to purchase a piece of equipment called The Amazing Race and would like to install it in the lower part of the park. The intent was have a piece of playground equipment for younger siblings of participants down at the lower fields. Council asked specifically where this piece would be located and to notify the Wind Gap Athletic Association because there is the possibility it may interfere with their soccer fields. Joe agreed that he would bring a map of the desired location to the next Council meeting. The cost will come out of the park budget either in their 2011 budget or their tipping fees. Council is not opposed to the purchase of the

equipment, but Council would like to know where it should be placed. Joe stated that it is the park boards desire to make this purchase out of this year's budget so he can get more information for the next meeting. George stated the equipment will be purchased, but is the specific location going to be agreeable to all involved. The Borough will find a place in the park for it, but it may be wise to know in advance where the board desires it be installed according to the specifications.

On motion by Joe Weaver to approve the purchase of the Amazing Race at a cost of \$5,899 plus shipping and seconded by Kerry Gassler. Joe stated that he will not withdraw his motion, and is in agreement that the equipment will be purchased this year and installed in the Borough Park. Roll call vote taken. Motion carried unanimously.

APPROVAL OF MINUTES

On motion by Joe Weaver to approve the meeting minutes of November 7, 2011 and seconded by Dave Hess. Roll call vote taken. In favor: D. Hess, G. Hinton, J. Maher, J. Weaver, K. Gassler. Abstained: S. Parsons, T. Curcio. Motion carried with a vote of 5-0-2.

EXECUTIVE SESSION

Council adjourned to Executive Session at 8:42 p.m. to discuss personnel matters. Council reconvened at 8:50 p.m. Scott informed those present that no action would be taken at this time.

2. 2012 Budget. Scott Parsons informed those present that the current draft of the 2012 Budget has a deficit of approximately \$120,000. Council reviewed the income side of the budget. Louise explained that the earned income tax revenue has significantly decreased over recent years and she stated that the numbers have been lowered to reflect this decrease. This year alone the earned income tax has generated almost \$60,000 less than projected. Council agreed to eliminate a fifth full-time police officer which would net a savings of \$62,056 (salary and medical benefits), eliminate a capital project line item in the park budget \$15,000 which brings the overall deficit down to approximately \$45,800. Council to reduce the police car capital purchase down from \$10,000 to \$5,100 and decrease the uniform line item down \$2,000 to \$3,000. Council discussed requiring the police officers to contribute to their pension plan to offset the cost to the Borough for their pension. The Borough could save approximately \$9,000 with that line item. Louise will follow-up with Borough Solicitor regarding previous discussions and employee pension contributions. George stated that Council really has to work toward having the Borough employees contribute to their medical premiums. Currently the cost to cover an employee and his family under the family plan is \$21,600 of which the Borough pays the entire amount. Joe stated that the park budget includes a park safety fair at \$1,000, which he believes will not happen in 2012. Council agreed to eliminate the contribution to the Wind Gap Area Athletic Association of \$1,500. Louise stated that in the 2011 budget Council agreed to include transferring funds from capital reserve of \$20,000 to balance the 2011 budget, but at this point, none of those funds will be spent. With a shortfall of still approximately \$28,000 and if Council agrees that amount could be used to balance the 2012 budget.

On motion by George Hinton to advertise the preliminary 2012 budget which includes no tax increase and seconded by Kerry Gassler. Roll call vote taken. Motion carried unanimously.

On motion by Tony Curcio to adjourn the meeting of November 15, 2011. Council agreed unanimously.

The meeting of November 15, 2011 adjourned at 9:45 p.m.

Louise Firestone, Borough Administrator