

**BOROUGH OF WIND GAP
29 MECHANIC STREET
WIND GAP, PA 18091
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EXECUTIVE SESSION

Council met in Executive Session from 6:30 p.m. to 7:30 p.m.

The Council meeting of the Borough of Wind Gap on Tuesday, October 16, 2012, was called to order at 7:30 p.m. by Council President, George Hinton, at which time he reminded those present that the meeting was being recorded. In attendance were Councilmen: Jon Faust, John Maher, Kerry Gassler, Joe Weaver and Dave Hess. Also in attendance were Mayor James M. Shoemaker, Borough Solicitor Ronold Karasek, and Borough Administrator Louise Firestone. Absent was Councilman Tony Curcio.

Council President George Hinton informed those present that Council met in Executive Session to discuss personnel and some real estate, but no action will be taken at this time.

PUBLIC COMMENT

1. Roger and Laurie Woolley, 163 North Lehigh Avenue, Wind Gap. Roger explained to Council that they are concerned that their neighbors have a bunch of stray cats. At one point in time, he counted fourteen cats. They installed a fence to keep their dog in and the cats out, but now they are forced to check outside before they allow their dog out. On numerous occasions, and as recent as tonight, the dog has had the cats in her mouth. Roger has contacted the Animal Control Officer and he did respond. The ACO tried to contact the humane society with no success, so the ACO suggested that the Woolleys attend a Council meeting. His stepson has leukemia and will be undergoing a bone marrow transplant within the next couple months. They have been advised by the doctors that they can keep their dog, but the cats are not allowed. The fear is that the dog will become sick from the cats, in turn infect the house and the boy. Their house must remain sterile for at least a month. George stated that the Borough and the ACO are dealing with where to take the cats when they are captured. Jon added that as long as the neighbors continued to feed the cats, they will continue to remain in the neighborhood. John referenced Borough Ordinance 455 as a possible way to control the cat issue. George will contact Phil Bell tomorrow to follow up with him and inform him of the urgency of this matter.

APPROVAL OF MINUTES

On motion by Kerry Gassler to approve the minutes of the October 1, 2012 Council meeting and seconded by Jon Faust. Correction to be made under New Business to include that the motion had been passed unanimously. Roll call vote taken. Motion carried unanimously.

COMMITTEE REPORTS

1. EMS – Kerry Gassler reported that the Ambulance Corps responded to 83 calls in July and 66 in August for a total of 561 year-to-date. They are running within their budget. They have a meeting scheduled for tomorrow night.

2. Fire Co. – Dave Hess asked Ron Karasek if anything has been done with abolishing the old ordinance pertaining to the Fire Company. Ron replied that it is on his "to-do" list. Dave asked Jon Faust if the sand dropped off for the fire class should be picked up by the street workers, Jon replied that it could be removed. Dave received a request from John Zucal regarding the use of the firehouse for trick-or-treat, not a problem. Jon added that Breakfast with Santa is scheduled for Saturday, December 8, 2012 with Santa delivering presents on the fire truck following the breakfast.

3. Zoning – Tony Curcio was absent. No Zoning Hearing Board meeting was held in October.

4. Planning – George Hinton reported that the Planning Commission did not meet in October.

5. Municipal Authority – John Maher reported that the Wind Gap Municipal Authority approved payment of the \$500 for the driveway repair related to the A Street paving project at their last meeting. He asked if the invoice has been issued for the portion of concrete work that was done as part of the A Street project to be reimbursed to the Borough by the Municipal Authority. George will contact Brian Pysher tomorrow for a status update on the completion of this item.

6. Streets – Dave Hess reported that the street workers will be starting to pick up leaves shortly. They hope to have the Park winterized as soon as soccer is over. The remaining plastic pieces of play equipment should be cut up and properly disposed of since they pose a safety risk.

7. Police - Mayor Shoemaker reported that the Police Department responded to 135 calls for the month of September, 8 animal complaints, 3 motor vehicle accidents were investigated and they issued 12 traffic citations. Officer Arron Flad will be attending police rifle instructor's course in October. Officers Donaldson and Redmond will be attending a narcotics field testing certification course. Five Police Officers will be completing fire arms qualifications in October. The Mayor read a Letter of Appreciation to Officer Jonathan Stonewall from Chief Armitage regarding a citizen's appreciation for the professional and courteous manner of Officer Stonewall during the incident.

8. Park – Joe Weaver apologized to Council and the Park Board for leaving his notes at work. Joe stated that he asked the Park Board if any members would be interested in the training seminar and Matthew Dietz expressed interest. He would need to know as soon as possible so he could schedule vacation days at work.

On motion by John Maher to pay for Matt Dietz to attend the Park Safety Inspector Course for training, room and per diem for meals and mileage not-to-exceed \$1,200 and seconded by Kerry Gassler. Roll call vote taken. Motion carried unanimously.

Joe reported that the Park Board is still interested in having an LED display in the Park for the holidays at a cost of \$1,200 and an installation estimate of \$500. They are in the process of soliciting donations from local businesses to offset the expense. The Park Board is offering to pay for any funding not covered by the donations out of their tipping fee budget. Dave added that there should be sufficient donations, but all those monies may not be received prior to the time when the lights need to be installed. The Park Board would cover the cost until the funds are received from the businesses. As part of the \$500 quote, the tree service will be pruning and trimming the trees and bushes, weeding the islands, put the lights up and remove the lights after the holidays. There was some concern regarding spending money at the Park other than repairing and upgrading the playground equipment, so Joe offered \$100 towards the lighting expense. Joe informed Council that based on the meeting held by County Councilman Parsons, it was explained how the Open Space grant money would come out based on shovel ready projects. The application submission date for Open Space Phase II is March 2013. George explained that the grant is a matching grant.

On motion by Joe Weaver to approve the holiday lighting expense of up to \$1,700 and seconded by Kerry Gassler.

Amended motion by Joe Weaver to approve that the Borough will cover expenses for the holiday lighting at the Park not covered by donations up to \$500 and seconded by John Maher. Roll call vote taken. Motion carried unanimously.

9. 911 – Tony Curcio was absent.

10. Tipping Fees - Tony Curcio was absent.

11. Building Finance Committee – George Hinton stated that the committee has nothing further to report at this time. Council will have something to review by the November 5, 2012 Council meeting.

12. GIS Update. John Maher reported that the check was received from the gaming grant in the amount of \$27,500. John wrote a letter to Victor Rodite on how the money would be divided with the COG receiving \$10,000 and the Borough receiving \$17,500 for our project. He outlined that the bills have to be submitted to the Borough for payment. John has scheduled a meeting with the engineering company to discuss the current modifications necessary to begin collecting data. He hopes to discuss how the grant money will be spend including utilizing some of the funding for training for the office staff because the majority of the classes cost approximately \$500. He anticipates having the front end of the GIS fully automated so it is not a complex process and second thing is to develop GIS data for Emergency Management.

13. Zoning Ordinance Changes (Signs) – George Hinton reported that Jon Faust will be chairing that committee, John Maher and George will sit on the committee along with the three business owners, Joe DePue, Lucy Flinn and Janice Cesare.

14. Banners – Mayor Shoemaker reported that he has 37 orders and is continuing to solicit more orders by the end of the month.

15. International Property Maintenance Code (IPMC) – John Maher reported that the committee did hold a meeting. They have discussed the possibility of drafting a nuisance ordinance to cover the main issues of concern. It is still a work in progress. Joe added that they have reviewed a lot of different ordinances and they are working on defining the scope of what would work best for the Borough.

MAYOR'S REPORT

Mayor Shoemaker reported that the Slate Belt COG will meet on October 24, 2012 at 7:00 p.m. at the Slate Belt COG office, everyone is welcome to attend. He has received several calls regarding the success of the A Street project so he offered his congratulations to all involved. The Mayor reported that longtime Senator Arlen Specter passed away, he will be sorely missed. Trick-or-treat will be celebrated on Sunday, October 24, 2012 from 2:00 – 4:00 with a parade following at the firehouse. He has received a complaint regarding the continuous yard sale being conducted at 147 Jefferson Street. Ron suggested that the yard sale ordinance be reviewed to determine who enforces and what it says regarding compliance and violation.

NEW BUSINESS

1. Hanover Engineering Invoices. George informed that Hanover Engineering sent the Borough two invoices which are still outstanding, one dated November 11, 2008 and the other November 13, 2009 which total \$943.18. The Borough records do not indicate that they were paid or even that they were received. Hanover Engineering was appointed alternate engineer for the Borough so if the

invoices are not paid, Hanover will not be the alternate. Ron stated that unless there was a contract which specifically states submitting bills within thirty days, they are submitting a past invoice for payment. Discussion regarding the fact that they did the work, but the timeliness of the invoicing was the main concern.

On motion by John Maher to pay the invoices to Hanover Engineering totaling \$943.18. Motion died for lack of a second.

Council agreed that Hanover should be contacted and invited to a Council meeting. The Borough has submitted plans to the Planning Commission to review regarding the subdivision of our property on Lehigh Avenue. George Collura's office cannot review the plans since they drew the plans. Ron stated that a typical planning submission would be deemed approved if no official action is taken in ninety days, but since the Borough is the applicant there could not be a deemed approval if no action is taken with the ninety days.

OLD BUSINESS

1. Bus Shelters. Dave Hess asked what will be done with the bus shelters. George stated that the two original locations have been altered. John Maher will investigate a new location for one of the bus shelters.

On motion by John Maher to adjourn the meeting of October 16, 2012. Council agreed unanimously.

The meeting of October 16, 2012 adjourned at 8:38 p.m.

Louise Firestone, Borough Administrator