

**BOROUGH OF WIND GAP  
29 MECHANIC STREET  
WIND GAP, PA 18091  
863-7288  
FAX 863-1011**

The Council meeting of the Borough of Wind Gap on Tuesday, November 19<sup>th</sup>, 2013, 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, Tony Curcio, Joe Weaver and Dave Hess. Also in attendance were Mayor James M. Shoemaker, Borough Solicitor Ronold Karasek, Borough Engineer Brian Pysner and Borough Assistant Administrator Darlene Plank. Councilman Kerry Gassler was absent from the meeting.

**PUBLIC COMMENT**

1. Victor Rodite and Stu Gallagher were present representing the COG. Victor stated that even though he is retired the COG had asked him to follow-up on projects previously initiated. One of those projects was the Community Block Grant which is a grant for municipal code services. It's intent is to supplement the property maintenance code by providing an inspectional service to homeowners and landlords for the 4 Boroughs of Portland, Pen Argyl, Bangor, and Wind Gap. It is a free grant with no matching. The grant is intended to provide safer buildings and less energy use within the Boroughs. The inspections would be provided by a professional service code inspection company. Hope to conduct approximately 25 inspections within a one year period. Mr. Karasek was concerned with the Borough's liability when there are inspectional safety findings and no follow-up or remedy for the building owners. **On motion** by John Maher, and seconded by Tony Curcio to opt into the COG Block Grant with Pen Argyl, Portland, and Bangor. Roll call vote taken with Councilman Curcio voting yes, and the remaining Councilmen voting no. Motion was denied 1 – 5.
2. Chief Armitage commented on behalf of himself and the other Police Officers employed with the Borough. He stated that they are dissatisfied with the company, Paychecks, for payroll distribution and development of the employee handbooks.

**APPROVAL OF MINUTES**

**On motion** by Jon Faust, and seconded by Tony Curcio to approve the minutes of the November 4<sup>th</sup>, 2013 Council meeting. Roll call vote taken. Motion carried unanimously 5-0 in favor. Councilman Joe Weaver abstained.

**COMMITTEE REPORTS**

1. EMS – Joe Weaver stated that there was nothing to report.
2. Fire Co. – Jon Faust stated that the fire company had its nominations for officers and elections will be held next month. Also, lottery calendars are out again this year.
3. Zoning – Tony Curcio reported that no new applications were submitted so the December 4th, 2013, Zoning Hearing Board meeting has been cancelled.

4. Planning – George Hinton reported that there is nothing on the Planning Commission agenda.
5. Municipal Authority – John Maher reported that he attended the last meeting, but there is nothing to report.
6. Streets – Dave reported that the dump truck is finally repaired. Jon Faust asked Council how many part timers should be hired as they want to start interviews. It was recommended to have a reserve list of 3 or 4 applicants. The snow help will receive \$14 dollars per hour, and the regular street part-timer will receive \$10 per hour. Rich has another part-timer in mind, Sean Scott, to help with the street crew as the other guy, Matt, hasn't been showing up or calling. **On motion** by Dave Hess, and seconded by Tony Curcio to hire Sean Scott part-time at \$10 an hour to assist the street department. Roll call vote taken. Motion carried unanimously 6-0 in favor.
7. Police – Mayor Shoemaker reported that there were 112 calls in the month of August which included 5 alarms, 8 EMS, 3 animal, 2 Boro ordinances, 17 assists, 9 MVAs, and 27 traffic citations. There were 49 other calls. Also, police department personnel just completed mandatory fire arms training.
8. Regional Police - Dave Hess stated that everyone should have a copy of the Articles of Incorporation, the next process is for everyone to review them with legal counsel. Beginning the process of searching for a Chief, the Commission is going to use the Minor Center, out of Quakertown. Hopefully, everything will come together and be finalized by the end of 2014.
9. Park – Joe Weaver stated he attended the last meeting on November 5<sup>th</sup>, and there is not a whole lot going on at this time of year. He stated that he noticed we got a CO for the park dated on the 12<sup>th</sup> and that was good. Also, he stated that he didn't get any bids back for the Kitchen roof.
10. 911 – Tony Curcio had nothing to report.
11. Tipping Fees - Tony Curcio reported that there have been no changes since the last report.
12. GIS – John Maher reported that the Engineer was here last week and downloaded some changes and provided us with the banner map. Need to get Rich trained and up to date with the GIS collector controls. Finalizing the grant money paperwork from the gaming funds.
13. Zoning Ordinance Changes (Signs) – John Maher stated that they haven't had a chance to meet yet, hopefully within the next week.
14. Municipal Bldg – George stated that everything is moving ahead at the Municipal bldg, the framing is about 80% complete. Some concrete work needs to happen and should happen this week then we can schedule our first inspection. Looking for some Electricians and Plumbers to place some bids on the project some we can start that in the next 2 weeks.
15. Mayors Report – Mayor Shoemaker stated that the COG meets on November 27<sup>th</sup>, 2013 at their new office at the Garofello Real Estate office. December 1<sup>st</sup> is the Christmas Community Party. December 7<sup>th</sup>, 2013 will be the combined Borough and Fire Company Christmas party.

## **NEW BUSINESS**

1. Municipal Building Propane Tanks

The Committee is recommending the purchase of a 1,000 gallon refurbished propane tank so we can shop for our propane instead of being committed to one company. On motion by John Maher, and seconded by Tony Curcio to purchase a refurbished 1,000 gallon propane tank for the new Municipal Building. Roll call vote taken. Motion carried unanimously 6-0 in favor.

2. Employee Handbooks – C. Armitage Memo dated 11/19/13 – Chief stated that he is checking with the FOP so there is no action at this time.

3. Halebilt – Brian Pysner stated that Halebilt finished up on Utica and even with some changes we finished under contract price. Louise and Brian met with Penn Dot and they are 3 years behind on their audit so the liquid fuel money is tied up. Halebilt finished the project so Brian recommends we pay their invoice by general funds or wherever the money is available. On motion by John Maher, and seconded by Joe Weaver that the Halebilt invoice for the amount of \$ gets paid. Roll call vote taken. Motion carried unanimously 6-0 in favor.

4. Wood Street Letter – Brian stated that according to the ordinance there shouldn't be any parking on wood street. Council wants to review further and would like to come up with a parking compromise on that street. Also, Mr. Karasek stated that he will look into the matter a bit more.

5. Budget – George mentioned that the budget is at a \$132,695 shortfall and will need to consider raising taxes. A ¼ mil increase would bring in \$14,000, a ½ mil 28,000, a ¾ mil 42,000, and a 1 mil increase would bring in \$56,000. The next year has some uncertainties with regionalizing police and their payout of accumulated time. Need to have the budget completed by the next Council meeting of December 2<sup>nd</sup>, 2013.

## **EXECUTIVE SESSION**

An executive session was held from 8:45pm to 8:52pm to discuss the bids for the real estate sales of the Borough properties. There was one bid offer for the Ambulance building and action was taken on that bid.

## **OLD BUSINESS**

1. Real Estate Sale of Borough Properties – On motion by John Maher, and seconded by Dave Hess to reject the bid offer of \$315,000 for the Ambulance building. Roll call vote taken. Motion carried unanimously 6-0 in favor.

## **ADJOURNMENT**

**On motion** by Tony Curcio to adjourn the meeting of November 19<sup>th</sup>, 2013 and seconded by John Maher. Council agreed unanimously.

The meeting of November 19<sup>th</sup>, 2013 adjourned at 9:00 p.m.

---

Darlene Plank, Borough Asst. Administrator

