

**BOROUGH OF WIND GAP
29 MECHANIC STREET
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The Council meeting of the Borough of Wind Gap on Monday, December 2, 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, Kerry Gassler, Tony Curcio, Joe Weaver, and Dave Hess. Also in attendance were Mayor James M. Shoemaker, Borough Solicitor Ronold Karasek and Borough Administrator Louise Firestone.

PUBLIC COMMENT

1. Gayle Steinmetz, 68 Wood Street, Wind Gap. Gayle stated that she read the letter from the engineer that was presented at the previous Council meeting and asked if there will be parking allowed on the right side of Wood Street. She is concerned about the truck that continues to park on the corner and that vehicle is making it difficult to get through the street. George replied that the engineer would have to look at the street and make his determination if cars can park there and if "No Parking Here to Corner" needs to be posted. He will get with Brian Pysner to visit during the day to get more accurate measurements later this week.

APPROVAL OF MINUTES

On motion by Tony Curcio to approve the minutes of the November 19, 2013 Council meeting and seconded by John Maher. Roll call vote taken. In favor: T. Curcio, J. Faust, D. Hess, G. Hinton, J. Maher, J. Weaver. Abstained: K. Gassler. Motion carried with a vote of 6-0-1.

APPROVAL OF EXPENSES

On motion by Kerry Gassler to approve the expenses for the month of November 2013 in the amount of \$15,016.76 and seconded by Jon Faust. Roll call vote taken. Motion carried unanimously.

SOLICITOR'S REPORT

Ron Karasek reported that all the matters being handled by his law office for the Borough during the month of November are outlined in a report. This report includes the meetings attended as Borough Solicitor.

Subdivision Matters: Review of Easement Agreement to Emerald Properties quarry (off East West Street property) re: access by unauthorized third parties.

Land Development Matters: N/A.

Zoning and Other Land Use Matters: N/A.

Developments on Outstanding Litigation: N/A.

Court Decisions on Borough Cases: N/A.

Miscellaneous: Preparation of 2012 Calendar Year Status Letter to the Borough and Borough Accountant the 2012 Audit. Review of Employee Handbooks (Office, Police and Street) and Preparation of Memorandum, Review of Slate Belt Regional Police Department Charter Agreement and Preparation of Memorandum, Preparation of Monthly Solicitor's Report. Review various correspondence, e-mails, prepare letters and make and receive telephone calls.

Outstanding Items: Property Maintenance Code Ordinance, Home Occupation, Clear Site Triangle (and related) Zoning Ordinance Amendments. Stop Sign Ordinance. Dog Park Ordinance. Fire Company Ordinance. Dentith Stormwater counterclaim (filed in response to Borough's injunction lawsuit and request for Borough's expenses) – no action taken and remains pending. Ordinance for loitering, begging and panhandling – pending but inactive, Ordinance for reimbursement of equipment, materials and supplies in responding to environmental, hazardous, safety or rescue events (police, fire, or both?) – pending but inactive.

Ron reported that he spent time during November completing the legal comprehensive letter to the Borough Auditor for 2012. He reviewed the three employee handbooks and prepared a memo to council. He reviewed the Slate Belt Regional Police proposed charter agreement and prepared a memo to council. The millage rate has to be established tonight so that he can advertise for enactment by the workshop meeting.

George asked if Ron could review the outstanding items on his Solicitor's Report:

a. Stop Sign Ordinance. The current ordinance for stop signs has to be compared to the stop signs that exist in the Borough and any new signs must be identified to include in a new ordinance. George asked John Maher if the stop signs are in the GIS yet. John replied that he is waiting for the computer to be upgraded and then he will speak to Rich about the GIS. It should only take a day or two to inventory all the stop signs.

b. Dog Park Ordinance. Ron said that an exact location was never determined so to draft an ordinance, the specific area has to be identified. Joe will take this back to the Park Board to discuss since it has been quite a while since it was talked about.

c. Fire Company Ordinance. Ron reported that the old Fire Company needs to be deleted and provisions need to put in an ordinance to include current language to make it clear that the Fire Company stands on their own. Ron will check into what the status is of this ordinance.

d. Dentith. This issue pre-dates Ron, but it is in regard to the Borough suing Mr. Dentith relating to storm drainage issues and then Mr. Dentith countersuing the Borough. It is an outstanding legal issue that Ron has kept on his list so as not to let it be forgotten.

ENGINEER'S REPORT

Brian Pysher was absent. George reported that Brian is in the process of getting two more quotes for the handrails in the Park. Labor and Industry rescinded the Certificate of Occupancy since it was issued in error. The Borough is still responsible for the handrail installation.

A meeting is scheduled for Wednesday at 10:00 a.m. to have an inspection at the new building on the framing work completed by the contractor. George invited any of Council to be present for the inspection.

NEW BUSINESS

There was no New Business before Council at this time.

OLD BUSINESS

1. Budget 2014. George explained that the original 2014 Budget shortfall was \$132,695.00. If Council agrees to use funds from Capital Reserve:

274.33 Building Tipping Fees	- \$67,869.49
274.39 2005 911 Rent	- \$16,000.00
280.00 2013 Budget	- \$15,000.00

and eliminate this line item from the 2014 proposed budget:

454.76 Park – Cap Projects	- \$15,000.00
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The adjusted Shortfall would be \$18,825.51. If Council approves a tax rate increase of .25 mills from 11.25 to 11.50 the additional millage would generate revenue of approximately \$14,215. The remaining shortfall difference is minimal and could be adjusted from other revenues.

Borough Council has not raised the Borough taxes in two years. Utilities, repairs, payroll, and benefits continued to increase in the budget.

On motion by Kerry Gassler to raise the tax rate by .25 mills to 11.50 for 2014 and seconded by Tony Curcio. Roll call vote taken. Motion carried unanimously.

On motion by Tony Curcio to adjourn the meeting of December 2, 2013. Council agreed unanimously.

The meeting of December 2, 2013 adjourned at 8:00 p.m.

Louise Firestone, Borough Administrator