

**BOROUGH OF WIND GAP
29 MECHANIC STREET
WIND GAP, PA 18091
863-7288
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The Council meeting of the Borough of Wind Gap on Monday, March 3, 2014, was called to order at 7:30 p.m. by Council President George Hinton. In attendance were Councilmen: Jon Faust, Dave Valley, Kerry Gassler, Tony Curcio, and Dave Hess. Also in attendance were Mayor James Shoemaker, Borough Solicitor Ronold Karasek, Borough Engineer Brian Pysner and Borough Administrator Louise Firestone. Absent was Councilman Joe Weaver.

PUBLIC COMMENT

1. Judy Piper, 117 East Applegate, Pen Argyl, representing the Blue Mountain Community Library as the Treasurer. Judy thanked Wind Gap for their continued support of the Library it is greatly appreciated. She introduced Lisa Farnan, Library Manager and Valerie Viglione, Vice President of the Board. She reviewed the Library 2013 Report with Borough Council. There are 20,000 items in the Library collection. They currently have 5,759 members, of which 2,578 from Pen Argyl, 2,097 from Plainfield Township and 1,060 from Wind Gap. In an effort to supplement their income they participate in fundraisers at Dietzi's, Slate Pub, Wendy's, Lone Star, a yard sale at Ackerman Veterinary Group, Pen Argyl yard sale days, a bake sale at ACE Hardware, Valentine's and Christmas tree fundraisers. These activities brought in \$2,717.15. In addition, they did a mailing to their most frequent patrons and raised \$4,395. They had an income in 2013 of \$39,045.98 and expenses of \$42,267.54 for a balance in the account of \$7,651.53. Improvements to their building include: replacing five windows on the second floor, repainting of the entrance way, installing a one panel fence and cleaning out their attic. They had their books audited for the year of 2012 and were given a very favorable audit. They have been audited the last two years. Waste Management provides the library with a few dumpster and free garbage pick-up.

2. Gayle Steinmetz, 68 Wood Street, Wind Gap. Gayle asked for an update on the parking issue on Wood Street. Brian reported that he wrote the letter to Attorney Karasek today and apologized for sending it to Ron at the last minute. Ron replied that the letter is pretty clear in the explanation and if he is authorized he will draft an ordinance. He stated that the signs must meet PennDOT requirements.

On motion by Jon Faust to authorize Attorney Karasek to draft an ordinance restricting parking along the north side of Wood Street and posting "No Parking" signs and seconded by Tony Curcio. Roll call vote taken. Motion carried unanimously.

Gayle stated that there are vehicles that are not inspected and the registration expired at the end of the month. Chief Armitage that all vehicles (approximately five) parked there today have valid inspections.

3. Ken Castle, 121 South Fairview Avenue, Wind Gap. Ken stated that he wanted to commend the Street Department on a job well done with snow removal.

APPROVAL OF MINUTES

On motion by Kerry Gassler to approve the meeting minutes of February 18, 2014 and seconded by Dave Hess. Roll call vote taken. In favor: J. Faust, K. Gassler, D. Hess, G. Hinton, D. Valley. Abstained: T. Curcio. Motion carried with a vote of 5-0-1.

APPROVAL OF EXPENSES

On motion by Kerry Gassler to approve the expenses in the amount of \$32,269.08 and seconded by Jon Faust. Roll call vote taken.

George reported that at the last Council meeting it was decided to hire outside contractors to assist with the snow removal. The target was to remove the high piles of snow at intersections throughout the Borough. The project took three and a half days, with four different companies assisting the Borough at a current cost of approximately \$13,000 with an outstanding invoice yet to be received.

SOLICITOR'S REPORT

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

Subdivision Matters: N/A.

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:

Receipt, review and administration of several items of correspondence and E-mails and responsive correspondence and e-mails re: all Three Solicitors' Suggested Final Revisions to the Slate Belt Regional Police Charter Agreement. Preparation of proposed Borough Ordinance No. 484 (Slate Belt Regional Police Charter Agreement), Preparation of Comprehensive Advertising Notice and E-mail transmission to Express-Times. Preparation of Correspondence to Borough, Express-Times and Law Library enclosing Borough Ordinance No. 484 for Public Review.

Review of Additional Documentation re: Fire Company Air Pack Claim.

Preparation of Monthly Preparation of Monthly Solicitor's Report.

Review various correspondence, e-mails, prepare letters and make and receive telephone calls.

Outstanding Items:

Home Occupation, Clear Site Triangle (and related) Zoning Ordinance Amendments.

Stop Sign Ordinance

Dog Park Ordinance

Fire Company Ordinance

Dentith storm water 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 the majority of time last month was spent on the Slate Belt Regional Police Charter Agreement. He reviewed the final revisions and received an explanation so he proceeded to prepare the ordinance and the advertisement was in the paper today. He noted that the ordinance can be approved at the March 18, 2014 Council meeting.

He met with the Police Chief regarding the Fire Company air pack issue. He asked Council if anything further had to be done on this matter. Chief Armitage stated that he has the necessary information and can file the paperwork.

ENGINEER'S REPORT

Brian Pysher reported on the progress at the new Municipal Building. He met with Tyco who will be installing the fire alarm system in the building. The Borough has to make a plan resubmission to Labor and Industry to show voltage drop and battery load calculations and a few additions to the fire alarm system including an annunciator which has to be installed in the lobby. Tyco wrote a change order to the original contract to include the additional calculation work as required in the building code by Labor and Industry.

Brian spoke to the mechanical engineering firm and they provided the Borough with preliminary plans on Friday. According to the plans, tentatively it appears that the existing ductwork can be preserved. Because of the occupancy load in the assembly room, they are proposing a separate system, two furnaces downstairs (one for the assembly room and one for the office) and upstairs will remain the same once a new unit is installed. On the second floor, zone dampers will be installed so the ambulance side and the fire side can be controlled independently. An exhaust fan will have to be added in the garage along with a CO₂ sensor. The signed and sealed drawings will be sent to Labor and Industry for approval. The engineering firm will be completing the specifications so Brian can solicit proposals for the work.

Eric Butler is completing the framing in the reception area and once that is complete, Nazareth Glass will be installing the glass reception window.

Brian anticipates receiving the necessary two permits to the project can move ahead with both the mechanical work and the fire alarm system.

George reminded those present that the weekly meeting has been moved from Thursdays at 10:00 a.m. to Thursdays at 4:00 p.m. at the new building.

NEW BUSINESS

1. Borough Office Vehicle. The office car has been sitting all winter because the heater coil is leaking and it has a dead battery. George asked Council if they wish to spend money to fix the car or try to advertise or auction it. Ron stated that if the vehicle is less than \$1,000 Council is not obligated to advertise, but even if the vehicle is sold on E-Bay the auction has to be advertised.

On motion by Dave Hess to sell the 2003 Crown Vic on E-Bay and seconded by Tony Curcio. Roll call vote taken. Motion carried unanimously.

Council will ask Joe Weaver to post the vehicle on E-Bay as was done with the Borough truck.

2. Part-time Police Officer Jonathan Stonewall. Chief Armitage asked Council to take official action with regard to the resignation of Part-time Police Officer Jonathan Stonewall.

On motion by Jon Faust to accept Officer Stonewall resignation and seconded by Tony Curcio. Roll call vote taken. In favor: G. Hinton, D. Valley, T. Curcio, J. Faust, D. Hess. Abstained: K. Gassler. Motion carried with a vote of 5-0-1.

3. Mayor James Shoemaker reported that the Regional Police Committee will be meeting at 5:00 p.m. to review the remaining two candidates for the Police Chief's position. The Articles of Agreement have to be adopted by all three municipalities. Dave stated that Plainfield Township has already advertised and they will be voting to adopt this week and Pen Argyl has advertised and will be voting on the agreement at their April meeting.

OLD BUSINESS

1. Kerry Gassler asked for an update regarding the enforcement letter that was sent. Brian responded that the it was signed for on February 18, 2014 so he is allowing fifteen days for them to clean up the garbage. Chief added that he was up there on Friday and they did have garbage on the curb and they rented a dumpster bag. Brian will continue to follow-up with this complaint.

2. Dave Hess asked if Council wanted to move forward with the idea of regional zoning. Dave reported that Steve Hurni, Supervisor from Plainfield Township, contacted the Pennsylvania Government Center on behalf of the three municipalities for assistance with the process to form the regional police department. Steven contacted the Government Center and they advised that they would be able to assist with regionalizing zoning as well. Plainfield is definitely interested in a regional zoning officer/s. It was suggested that a commission other than the one organizing the police be set up to organize the zoning. George added that at the recent COG meeting, Pen Argyl had intended to hire a new zoning officer, but unfortunately, it fell through so they are more than willing to sit down for a preliminary meeting. Through discussion with the three municipalities, it has been determined that individually the municipalities do not have sufficient work to have a full-time zoning officer, but if the three municipalities hire two full-time officers to service all three. He asked Council to think about this topic for further discussion.

On motion by Tony Curcio to adjourn the meeting of March 3, 2014. Council agreed unanimously.

The meeting of March 3, 2014 adjourned at 8:11 p.m.

Louise Firestone, Borough Administrator