

**BOROUGH OF WIND GAP
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The Council meeting of the Borough of Wind Gap on Tuesday, April 22, 2014, 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, David Valley, Kerry Gassler, Tony Curcio, Joe Weaver and Dave Hess. Also in attendance were Mayor James M. Shoemaker and Borough Administrator Louise Firestone.

PUBLIC COMMENT

No one appeared before Council at this time.

APPROVAL OF MINUTES

On motion by Kerry Gassler to approve the minutes of the April 7, 2014 Council meeting and seconded by Jon Faust. Roll call vote taken. Motion carried unanimously.

COMMITTEE REPORTS

1. EMS – Kerry Gassler reported that the Ambulance Corps responded to 70 trips in month of March for a total of 218 for this year. The Ambulance Corps hosted a fundraiser for EMT Rob Kramer and realized a profit of \$3,625.50. Rob has been cleared to return to the Corps on a part-time basis and can ride on the rig, but he continues with his recovery.
2. Fire Company – Jon Faust reported that the Fire Company responded to 16 calls for the month of March for a year-to-date total of 49. These calls included five (5) structure fires, three (3) motor vehicle accidents and one (1) downed aircraft (allegedly) was in Monroe County. The Fire Company Picnic will be held on June 26, 27 and 28, 2014.
3. Zoning – Tony Curcio reported that the Zoning Hearing Board received no new applications, so no meeting will be held in May.
4. Planning – George Hinton reported that no new plans were submitted.
5. Municipal Authority – Joe Weaver reported that the Authority met on March 26, 2014. A representative from Chandler Estates was in attendance to report on the possible of the completion of their project, which was delayed due to the economic recession that began several years ago. Joe stated that the Wind Gap Municipal Authority has updated their meeting minutes on their website as they were several years behind. Joe was contacted by the Authority Administrator, Bob Hahn, regarding a recent PA One Call involving the new municipal building. George explained that the PA One Call was necessary to have the lines coming into the building located so nothing was covered with concrete. The concern was the power going into the building because it is three phase power going into the building, 480 volts. The plan is to bury the propane tanks, so the electrical line and any other utilities needed to be marked before any digging began. He added that the plan, what has been said all along, and the right thing to do is to hook up to the sewer. When the time comes to hook up,

the Borough will go through the proper channels, but at the present time there are more important items to get done for the building.

6. Streets – Jon Faust reported on the projects/activities of the street department in the last month, which included plowing snow and salting streets, patching pot holes, cleaning storm drains, patching alleys with millings. They have serviced the police vehicles (change oil), dump truck and all the lawnmowers. They have worked at the new municipal building removing carpeting, removing office furniture, hauling and unloading sheet rock, spreading stone and pouring concrete for the sidewalks.

Jon asked David to explain the written list he received. David explained that the list includes items needed by the Park Board for their annual clean-up day and those items will come out of the park budget. Jon asked if Rich Fox had a copy and Rich confirmed that he received the list and will provide all the items.

Jon asked Brian if there is any plan to make repairs on Alpha Road. Brian replied that the plan was to have the new roller in-house prior to making any street repairs. He did suggest contacting Bushkill Township Manager and discussing the possibility of compensating them for the utilization of their small paver and manpower. Jon and Rich have both spoken to the dealer and were told that the roller should be delivered by the end of month. A street repair schedule and plan will have to be discussed, as Jon suggested making repairs on Alpha one block at a time, which would necessitate contacting the school district for potential bus route changes. Brian would recommend digging up the street, installing fabric if necessary, putting stone down to level, putting 4" to 6" of base course and then a skim coat on top to seal it up. Council discussed the option of purchasing a used small paver which could cost \$12,000 to \$15,000.

Dave asked if the street sweeper has been scheduled. Rich replied that Elegant Lawn Care provided the lowest bid of \$100 per hour and they should begin before the end of the month. It was confirmed that Elegant Lawn would be using water during their sweeping.

7. Police - Mayor Shoemaker reported that the Police Department responded to 126 calls for the month of March, 6 animal complaints (4 citations were issued for Dog Law violations), 7 motor vehicle accidents were investigated, they issued 28 traffic citation and 0 parking tickets. The vehicle oil changes were completed by the street workers. All police personnel attended mandatory State in-service training at the Allentown Police Academy. Chief Armitage asked Council to approve Officer Flad's attendance at a free four-day seminar at Fort Indiantown Gap for warrant service. Officer Flad is involved with the Drug Task Force and this seminar would be beneficial for his development on the Force. The seminar is free, but the Borough would have to pay any other related expenses including the hotel room, which will be shared with another officer attending the seminar. The Chief stated that two officers from Pen Argyl, one from Plainfield Township and one from Bushkill Township currently plan on attending.

On motion by David Valley to authorize Officer Arron Flad to attend the seminar and seconded by Jon Faust. Roll call vote taken. In favor: J. Faust, D. Hess, G. Hinton, D. Valley, J. Weaver, T. Curcio. Abstained: K. Gassler. Motion carried with a vote of 6-0-1.

8. Park – David Valley reported the park board met on April 8, 2014. Park Board member Matt Dietz was the only member not in attendance. The projects discussed were: bleachers (repainting/repairing) and electrical outlets. Matt to meet with street leader to discuss. The Park has scheduled their clean-up day on Saturday, May 3 at 9:00 a.m. David asked that the sign on Third Street be changed. The members walked the park and did some clean-up in anticipation of the Easter Egg Hunt held this past Saturday. Bob Holland put Preen down. He asked that the street department schedule putting the big tent up prior to the Annual Car Show to be held on Sunday, May 18, 2014. Lucy Flinn has collected \$1,800 for the Park holiday lighting. Cathie Yob has scheduled

the Summer Sounds Concert Series. The board discussed the dog ordinance. Their next meeting is scheduled for Tuesday, May 13, 2014, 7:30 p.m. at the park.

Jon asked if the trees that need to be removed have been marked. David stated that the members do not believe that they are not knowledgeable enough to mark the trees. It was concluded that an arborist needs to be contacted. Louise will set up a meeting with a local arborist.

Brian asked for an update on the status of the proposed Wind Gap Athletic Association application for the installation of a new shed. He stated that he had correspondence from Tony Borger asking for more information in order to submit a completed application to Labor and Industry for a permit. David and Joe to follow-up with Tony for an update.

9. 911 – Tony Curcio had nothing to report.

10. Tipping Fees - Tony Curcio reported that there has been no change since the last report, but anticipates a check delivery by the end of the month.

11. Municipal Building – George Hinton reported that the air conditioners/heaters were delivered. The contractor began installation today. The old units have been scrapped. The doors have been order. The flooring contractor has to stop at the building to calculate the quantities for flooring. The Ambulance Corps has been involved with choosing cabinets and appliances necessary for their quarters. Three bids were solicited for the sheetrock and the lowest bidder, Pro-Build needs one (1) week notification prior to delivery. The fire alarm contractor has roughed in the system, but they will need to come to finish after sheetrock has been installed. Brian has put the security cameras out to bid and is waiting for the numbers to come back. The pressure washing company was in the building today working on the south end of the building and washed some of the doors and the tin. Brian had to adjust the one wall by the range to add another cabinet and he will have to move the plumbing over to make more room for the refrigerator. The appliances have to be ADA compliant and the counters have to be 32" high. Hopefully sometime next week, all the HVAC work should be completed. Brian will have a roofer look at the back wall for a small leak.

12. Regional Police – Dave Hess reported that all three (3) municipalities have adopted the Charter Agreement. Since it is now official, the meeting in May will be an organizational meeting to choose officers: Chairman, Vice-Chairman, Secretary and the meetings will be advertised and open to the public. There have been some minor legalities with the new Chief's contract that are in the process of being worked out so by the end of May, the Chief should be working part-time for the Slate Belt Regional Police Department.

13. Park Master Plan – Joe Weaver reported that the committee met last Tuesday night in order to complete the RFP. Joe explained that they used the template from the DCNR website. The RFP has to be reviewed and any modifications have to be discussed and a copy of the proposed contract will have to be forwarded to Mr. Karasek for his review.

MAYOR'S REPORT

Mayor Shoemaker asked everyone to stand for a Moment of Silence in remembrance of Former Mayor, George Andrew, who passed away this past week.

Mayor Shoemaker reported that the Slate Belt COG will meet on April 23, 2014 at 7:00 p.m. at the Slate Belt COG office, everyone is welcome to attend. They are discussing the possibility of a Regional Animal Control Service. The Borough will have the street sweeper beginning before May 1, 2014. The street department has begun hanging the banners throughout the Borough. He has a total of 18 people interested in banners. He hopes to get to 21 so the cost would be \$160, which includes the banner and the necessary hardware brackets. He has received several complaints regarding

adults playing in the Kiddie Play Area. He asked everyone to report any such incidents to the Police, the Mayor or a Councilman. The roads and potholes are being repaired as quickly as possible.

NEW BUSINESS

1. Adoption Ordinance 485 - "No Parking on Wood Street or Mountain Alley".

On motion by Kerry Gassler to accept and adopt Ordinance 485 No Parking on Wood Street and Mountain Alley and seconded by Tony Curcio. Roll call vote taken. Motion carried unanimously.

OLD BUSINESS

1. George Hinton reported that the remaining swing set frame and all pieces associated with the swing at the Park can be removed and taken to the scrap yard.

2. Mayor Shoemaker asked if the Borough will be paying the annual Slate Belt Council of Government dues for 2014. The Mayor reported that the Pen Argyl School District and Pen Argyl Borough have become active again in the COG.

On motion by Kerry Gassler to pay the 2014 COG dues and seconded by Tony Curcio. Roll call vote taken. In favor: G. Hinton, D. Valley, J. Weaver, T. Curcio, K. Gassler. Opposed: D. Hess, J. Faust. Motion carried with a vote of 5-2.

3. George Hinton asked Council if there are any suggestions regarding hiring an office assistant. Council has to decide responsibilities and weekly hours necessary to perform the job functions. In conjunction with hiring an employee, Council has to make a decision regarding the draft employee handbooks that were done last year. This topic was tabled until the next meeting in order for Council to review handbook.

4. Kerry Gassler asked for an update on the garbage issue on 347 Alpha Road, Wind Gap. Chief Armitage and Brian attended a hearing on April 16, 2014 at the District Magistrate's office. The Judge ruled in favor of the Borough, fined the resident \$100 and ordered the resident to clean up the property that afternoon. The Judge informed the resident that if there is a repeat offense of the ordinance the fine next time would be the maximum of \$1,000.

Kerry asked about the vehicles. Brian stated that an enforcement notice was sent out and most of the vehicles have been removed. Chief Armitage will follow-up regarding the vehicles.

On motion by Tony Curcio to adjourn the meeting of April 22, 2014. Council agreed unanimously.

The meeting of April 22, 2014 adjourned at 8:26 p.m.

Louise Firestone, Borough Administrator