

**BOROUGH OF WIND GAP
29 MECHANIC STREET
WIND GAP, PA 18091
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The Council meeting of the Borough of Wind Gap on Monday, January 5, 2015, was called to order at 7:30 p.m. by Council President George Hinton. In attendance were Councilmen: Jon Faust, David Valley, Kerry Gassler, Tony Curcio, Joe Weaver and Dave Hess. Also in attendance were Mayor James Shoemaker, Borough Solicitor Ronold Karasek, Borough Engineer Brian Pysher and Borough Administrator Louise Firestone.

PUBLIC COMMENT

1. Glenn Redshaw, 29 East Fifth Street, Wind Gap. Glenn congratulated Council on the new building. He asked for an update on the sale of the other Borough properties. George Hinton replied that the Ambulance/Oaten building is under agreement with Fox Property Services, LLC out of Saylorsburg. The firehouse and borough building has not sold yet, but will be put out for bid again.

APPROVAL OF EXPENSES

On motion by Tony Curcio to approve the expenses in the amount of \$ 34,742.55 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 December are outlined in a report. The report includes the meetings attended as Borough Solicitor.

Subdivision Matters: Receipt, Review and Administration of R. Cortez Preliminary/Final Major Subdivision (along with Engineer Review Letters and SALDO Waiver Requests).
Receipt, Review and Administration of A. Caiazzo Preliminary/Final Minor Subdivision (along with Engineer Review Letter).

Land Development Matters: N/A.

Zoning and Other Land Use Matters: Check County Website for Metes and Bounds Description of Property and Preparation of Agreement of Sale between Borough as Seller and Fox Property Services, LLC as Buyer re: 435 North Broadway and e-mail to Buyer for Review, Approval and Signature.

Developments on Outstanding Litigation: Finalize and File Petition for Appeal of Decision of the Northampton County Revenue Appeals Board (3 tracts of land owned by the Borough).

Court Decisions on Borough Cases: N/A.

Miscellaneous:

Preparation of Retirement/Severance Agreement with Borough Police Chief.
Preparation of Ordinance, Advertising Notice and Related Enclosure Correspondence re Borough Ordinance 487 – Real Estate Tax Millage Rate for 2015.
Preparation of Borough Resolution No. 2014-03 re: Slate Belt YMCA Grant
Renewed Legal Research on Panhandling and Loitering Ordinance.
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.

Attorney Karasek reported that he completed the Agreement of Sale for the Ambulance property and sent it out on Friday, December 26, 2014. If he does not hear back from Mr. Fox by Friday, January 9, 2015 he will place a follow-up call.

He believes that the Police Chief was paid out what he was entitled to so he considers this matter closed.

He is continuing his research regarding panhandling/loitering within the Borough.

Attorney Karasek explained to Council that Raymond Cortez submitted a Preliminary/Final Major Subdivision Plan to the Wind Gap Planning Commission. Unfortunately and since no one appeared at the time of the meeting, the members of the Planning Commission made a motion, seconded and duly carried to recommend denial of the plan based upon the Borough Alternate Engineer Review Letter. George Collura, representing Raymond Cortez, apologized for missing the meeting and asked if the Planning Commission could meet this Thursday, January 8, 2015 to review this plan. Brian Pysher did not wish to commit on scheduling a meeting until all the members of the Planning Commission and professionals are called and their attendance can be confirmed. Attorney Karasek informed Mr. Cortez and Mr. Collura that they would be contacted if a quorum is available and a meeting will take place this Thursday.

ENGINEER'S REPORT

Brian Pysher reported that Tyco was here this morning to finish the installation of the key fobs. Currently, five (5) doors have key fobs, but the system is expandable. Brian suggested that if there is a desire to increase the number of doors with fobs, it should be put in the budget. He said that the remaining balance of Tyco's invoice can be paid because their work is completed. Shank Door has finished with the garage door work with the exception of one opener hitting the conduit, but they expect to be out to look at it this week. Once they have completed the repair the balance of their invoice can be paid. The garage floor has been finished, but they are going to come back out to paint another coat of yellow for the stripes. One additional camera will be installed on the northeast corner of the building and the three (3) cameras upstairs need to be switched to infrared cameras. The Fire Company and Ambulance Corps will be moving in soon and operating out of the new building

Brian advertised for the construction of a salt shed. The bids are due on February 17, 2015 with bid opening in the afternoon and action being taken at the Council meeting that night.

Brian spoke to Rich Fox regarding setting up a plan for street repairs and paving.

NEW BUSINESS

1. 2015 Meeting Schedule Advertisement

On motion by Kerry Gassler to advertise the 2015 Meeting Schedule as proposed and seconded by David Valley. Roll call vote taken. Motion carried unanimously.

2. 2015 Reappointments

On motion by Dave Hess to re-appoint The Karasek Law Offices LLC as Borough Solicitor at a rate of \$97.50/hr and seconded by Jon Faust. Roll call vote taken. Motion carried unanimously.

On motion by Kerry Gassler to re-appoint The Karasek Law Offices LLC as Borough Planning Solicitor at a rate of \$97.50/hr and seconded by Dave Hess. Roll call vote taken. Motion carried unanimously.

On motion by Kerry Gassler to re-appoint The Molnar Law Office as the Borough Zoning Solicitor at a rate of \$65/hr and seconded by Tony Curcio. Roll call vote taken. Motion carried unanimously.

On motion by Kerry Gassler to re-appoint Robert Collura as the Borough Engineer at a rate of \$85/hr (R. Collura) and \$65/hr (B. Pysner) and seconded by Tony Curcio. Roll call vote taken. Motion carried unanimously.

On motion by Jon Faust to re-appoint Ott Consulting as the Borough Alternate Engineer and seconded by Kerry Gassler. Roll call vote taken. Motion carried unanimously.

On motion by Jon Faust to re-appoint Robert Collura as the Borough Sewage Enforcement Officer and seconded by Tony Curcio. Roll call vote taken. Motion carried unanimously.

On motion by David Valley to re-appoint France, Anderson, Basile and Company as the Borough Auditor at a rate of Not-to-Exceed \$3,850 and seconded by Dave Hess. Roll call vote taken. Motion carried unanimously.

On motion by Kerry Gassler to re-appoint Scott Snyder to the Zoning Hearing Board with a three (3) term expiring December 31, 2017 and seconded by Tony Curcio. Roll call vote taken. Motion carried unanimously.

On motion by Kerry Gassler to re-appoint Linda Paynter to the Planning Commission with a four (4) year term expiring December 31, 2018 and seconded by David Valley. Roll call vote taken. Motion carried unanimously.

On motion by David Valley to re-appoint Matthew Dietz and Deb Setar to the Park Board with a four (4) year term expiring December 31, 2018 and seconded by Jon Faust. Roll call vote taken. Motion carried unanimously.

On motion by Kerry Gassler to re-appoint John Barto, Jr. and Ralph Stampone to the Wind Gap Municipal Authority with a five (5) year term expiring December 31, 2019 and seconded by Tony Curcio. Roll call vote taken. Motion carried unanimously.

On motion by Kerry Gassler to re-appoint Robert Collura as the Alternate Zoning Officer and seconded by Tony Curcio. Roll call vote taken. Motion carried unanimously.

OLD BUSINESS

There was no Old Business to be discussed by Council at this time.

EXECUTIVE SESSION

Council adjourned to Executive Session to discuss personnel at 7:57 p.m. Council reconvened at 8:20 p.m. George informed those present that no action would be taken at time.

On motion by Tony Curcio to adjourn the meeting of January 5, 2015. Council agreed unanimously.

The meeting of January 5, 2015 adjourned at 8:22 p.m.

Louise Firestone, Borough Administrator