

**BOROUGH OF DELAWARE WATER GAP
MONTHLY COUNCIL MEETING**

November 7, 2011

The regular monthly meeting of the Borough Council of Delaware Water Gap was held in the Francis (Casey) Drake municipal building on Monday, November 7, 2011.

Council members present: President Wayne MacWilliams, Vice President Bill Buzzard, Jack Shoemaker, Elvi DeLotto, Susan Wilson and George Munn. Also present Mayor Walter Conway, Solicitor David Williamson & Engineer David Jones.

Key of Terms:

President Wayne MacWilliams – WMW
Vice President Bill Buzzard – BB
Jack Shoemaker – JS
Susan Wilson – SW
Elvi DeLotto – ED

Philip Farber – PF
George Munn – GM
Mayor Walt Conway – WC
Solicitor David Williamson – DW
Engineer Boucher & James – B&J

Borough Secretary/Treasurer Johanna Moreo - JM
Superintendent Bob Gallagher - BG
Delaware Water Gap - DWG
Zoning Officer Larry Freshcorn - LF

President Wayne MacWilliams called the meeting to order at 7:30 pm with the pledge of allegiance. **Bill Buzzard made a motion to accept the treasurer's report, & pay the bills. Jack Shoemaker seconded it. All in favor. George Munn made a motion to accept the minutes, Bill Buzzard seconded it. All in favor.**

Superintendent's Report - Bob Gallagher stated that he would like to add new lights in Borough Hall to the budget, which would be cheaper than purchasing ballasts. Also, he would like a shed to store gas cans, recycling cans. The one at the well is rotted out, it needs to be torn down; he would like to store the new one in the back of the parking lot at Borough Hall. Bill would like a list of storage items & cost of shed for the next meeting.

Engineer's Report – *Refer to Engineer's report.*

- Broad Street - paving Broad & Main sidewalk handicap ramps boils down to a meeting with the DRJTBC. Based on the meeting with BB, JS & BG - PennDOT has to sign off on the ramp by the Pack Shack but they are not willing to do it. If the Boro proves that it would be part of a plan in the future they will sign off on it. This could be tied into the curbing for Main Street which would cost around \$5K. Then the Boro could get the retention from the DRJTBC (\$10K) that was paid to the contractor from the paving grant.
- Fairway Estates - nothing new, still pending on the bond company. Damaged water drain.
- Well Grant – Manganese treatment plant tour at McGraw treatment with BB, GM & Craig. Still waiting on DCED grant application, the Board will have their meeting in January.
- Open Space Grant – Smithfield asked their solicitor to be in touch with David W., the work is stopped until the spring which will give us some time to get a resolution on this. GM had some questions to DW regarding the RR easement, discussion followed. DW stated that they need to review the inter-municipal agreement because of the cost & liability share.

Mayor's Report - The Mayor stated that they collected \$1,668.00 in fines. Hoff was in the hospital for 4 days, he limited with the trucks, received a letter from his doctor to return to duty.

FEMA meeting on the 14th - new flood map, it is a larger floodplain his side of the street is now in it.

PEMA meeting on the 15th - expense reimbursements from the hurricane & the tropical storm will be attending with JM & BG. He had attended the kick-off meeting, but he in the future he would like someone from Council to attend these meetings & be a part of the process.

Zoning Update - *refer to Zoning Officer's report for further details.*

DW reported that he received an inquiry from PMC attorney; they need more parking than originally anticipated. Therefore, they went back to the Pocono Inn for parking. He had asked if they had to go through the whole process again & DW told him that they did.

Old Business

911 Addressing Ordinance

Bill Buzzard made a motion to accept the ordinance as corrected. Jack Shoemaker seconded it. All in favor.

New Business

MA requesting shut-offs.

George Munn made a motion to shut-off the properties, Susan Wilson seconded it. All in favor. BB asked if there was any way to recoup costs of shut offs. DW stated no, only through late fees which are already charged. He recommended coordinating with the MA and devising an administrative fee charge for the New Year, can amend the ordinance to tack it onto the shut off fees.

Beautification Committee - Grant Opportunity.

SW stated that the grant comprises of a village study streetscape plan. The grant is through the Monroe County Commissioners, it is limited funding \$25K max 75%/25% matching grant. The max the Borough would expend is \$6,025.00. The village study would review the Boro's Ordinances and come up with a streetscape plan. She would like to include this in the budget for next year. This would put the Boro at an advantage when applying to future grants; it would help in obtaining funding. JS mentioned that it would also enhance the marketing effort by attracting other businesses. DJ stated that he would check on the deadline & provide the info to JM.

Bill coordinated the date for the budget meeting: Monday, November 14th at 6:00 pm.

Adam's Outdoor.

BB stated that it appears that the Boro is paying for the electricity for the digital sign. DW reviewed the contract; there is no language specific to who is responsible for the electricity to the sign. DW will send a letter to Adam's Outdoor to have it changed immediately as of January 2012.

DW stated that as far as the fill for the burm project, there are 2 things about screening the light:

- 1) They are happy to use the dirt but not comfortable digging it up. BG stated that where the dirt is located, it is now being used by the contractors as a staging area for the trail project (where they keep their equipment). BG also stated that it would take a long time for him to haul the fill over to Waring Drive. It is approx. 6 tandems of fill. If the Boro could dump the dirt there, Adam's could use their excavator to complete the project according to the engineer's plans.
- 2) Also, when the burm is built Adam's wants to be relieved of any obligations with the residents. The Boro & residents recognize that they did everything to resolve the issue, in writing.

Discussion followed on how to get the fill over to the site. It was decided that David J. will contact Rutledge Construction to move their equipment & ask if they will help retrieve the fill & move it to the designated area.

Bill Buzzard made a motion to obtain fill and to have a contingency plan for other fill. That the burn be built according to construction specs and be in compliance with the Borough Ordinances. Elvi DeLotto seconded it. All in favor. Also,

Bill Buzzard made a motion that no one put anything in the storage/dump area unless there's a motion made by a Council member to put anything there. Do not want anyone, Council member, Mayor, Toll Bridge or otherwise to dump anything without a motion from Council. Elvi DeLotto seconded it. All in favor.

Monroe County's Hazard Mitigation Plan Resolution

As per the Mayor's request, Council asked the solicitor to review the County plan prior to adopting the resolution.

SALDO checklist for Council to review

JM stated that this would be very helpful in the future for projects; therefore it will be uniform for everyone including the PC. Council will review & discuss at the next meeting.

Committee Reports

GM - handed out estimate for the water tank repair, cost ~\$40K. DJ stated he could email a 2nd paint contractor to have them take a look at it.

ED - haven't heard anything from the ladies who are interested in the park rehab.

JS - Roads clean-up leaves, clean drains especially Shepard Avenue so we are ready for the snow. Blacktop the cracks with sealant. BG stated that he could purchase the sealant before winter. GM mentioned the curbing on Kimberly Road, having drainage problems, that needs to be done. BG stated that he could cold patch that & seal it together. WMW would like to extend leaf pick-up until the 1st snowfall, additional days as necessary.

SW - The Museum would like to have a concert, asking permission for the festival site. They will get in touch with the DRJTBC. **Bill Buzzard made a motion to allow it. Elvi DeLotto seconded it. All in favor.** SW also mentioned that Castle Inn is doing a great job on the restoration.

BB - Reported on the backhoe - CHC will weld the pin for the backhoe arm & bucket for \$50. /hour. **Jack Shoemaker made a motion to have the backhoe welded at CHC Motors. Bill Buzzard seconded it. All in favor.**

Questions and Concerns of Citizens

Anthony Cridge - wondered since Council is having a problem at the trail site, couldn't they put it back to the way it was. WMW stated that they would take care of it.

Shawn Sterner, Adam's Outdoor, was surprised that the Boro is getting a bill for the sign. He mentioned that it could be possible that it was incorporated into the lease. He will research this.

Preliminary budget discussion:

BB had Council members review the budget sheets & the attached letters. Discussions followed. JS mentioned the DWG FD & possibly making a donation to them. The Borough's electrical meter list & bills will be reviewed, an updated budget will be provided prior to the budget meeting. Also, BB mentioned considering taking a look at contract & rates for electrical contractors.

Bill Buzzard adjourned the regular meeting at 9:43 p.m. George Munn seconded it. All in favor.

Respectfully Submitted,

Johanna Moreo, Secretary/ Treasurer