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# Delaware Water Gap Borough Council

## Regular Meeting Minutes

### February 1, 2021

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#### **Call to order**

The Regular Meeting of the Borough Council of Delaware Water Gap was held one virtual Zoom call online and by telephone on Monday, February 1st, 2021. The following officials were present: President **Jack Shoemaker**, Vice President **Bill Buzzard**. Councilmen **Tim Snow**, **Derek Anspach**, **Zack Booth**, Councilwoman **Lisa Paulette**, President Pro Temp **Eileen Noelle** and Mayor **Larry Freshcorn**. Also present were Borough Secretary **Allisen Trotter**, Solicitor **Deb Huffman**, Engineer **Missy Prugar**, and DWG Police Chief **Andy Yakubik**, Fire Chief **Howard Ike** and Open Space & Trail Committee Chair, **Sue Cooper**. Excused: Superintendent **Harry Darlington**.

President Jack Shoemaker called the meeting to order at 7:00 p.m. and lead the Pledge of Allegiance.

#### **Reports**

##### *Treasurer's Report*

- Vice President Bill Buzzard made a motion to approve Treasurer's Report and pay the bills. D. Anspach seconded the motion. MOTION passed unanimously.
- T. Snow made a motion to approve January 11, 2021 Regular Council Meeting Minutes. E. Noelle seconded the motion. MOTION passed unanimously.

##### *Superintendent Report (Harry Darlington)*

- Spreader on F-550 truck needs to be repaired. H. Darlington and D. Anspach are taking it to Allentown to be repaired on Wednesday. Bob Marki is available if the roads need to be cindered/salted.
- E. Noelle will follow up with H. Darlington about the basement door and Clear Choice

##### *Police Report (Chief, Andy Yakubik)*

- 9 calls for service
- A. Yakubik will be attending Truck Inspection school in May (postponed from January). Luis will go for training possibly in July.

##### *Mayor's Report (Larry Freshcorn)*

- Snow Emergency Proclamation from Monday 2/1/21 until Tuesday 2/2/21
- Darin Schaefer has almost completed training for Emergency Management. County plan is due in October 2021.
- Safe for the equipment was purchased for the Police Department in the amount of \$688.00.

### *DWG Fire Company (Howard Ike, Fire Dept. Chief)*

- 59 calls. 5 house fires. The Fire Department has 30 members, 18 trained, 5 in training. H. Ike and Lori Ike are certified EMT's. One certified Paramedic on the team.
- Roof repair is completed.
- Applying for LSA Grant in June. 540K needed for building repairs.
- The borough made the current coverage schedule. Shawnee is on call. Equipment is coming out unnecessarily. After 6pm M-F DWG Fire Department is available. Larry and Howard will meet to discuss.

### *Engineer's Report (Kris Reiss, Boucher & James, Inc.)*

- M. Prugar reported estimated costs for the Cherry Valley Road Improvements Project.
- Updated status of the Cherry Valley Road Improvements project.
- She would like to advertise for bids on the project on 2/5/21. T. Snow made a motion to advertise for bids on the Cherry Valley Road project. D. Anspach seconded. MOTION passed unanimously.
- Susan Fine contacted D. Huffman about the easement. She would like to get a copy of the proposed easement to show Susan. Derek will set up a meeting with her.

### *Zoning Officer/Building Inspector Report (Mark Kirk, SFM Consulting)*

- No contract renewal in 2021 with SFM Consulting. There is no issue contracting with Mark Kirk since SFM does not have a non-compete clause. New contract for 2021 is with Mark Kirk, LLC to serve as the Zoning Officer in the borough.

### **New Business**

- L. Paulette proposed we look into CODE Red to use it as an emergency tool. Discussion about utilizing CODE Red for emergencies. PEMA and FEMA use it for assistance. Further discussion to continue at the workshop on February 22. Add to the work session agenda.
- E. Noelle reported the alarm system is active. The door will be completed at a later date.
- Alarm system additions attached. Add this to Work Session agenda for discussion.
- D. Anspach reported on the office ceiling collapsing. Insurance adjuster has to reschedule due to the weather. Getting quotes for repairs.
- Increasing Police Department hours. J. Shoemaker suggested allotting the department \$4320.00 for the remaining 48 weeks in 2021 only. That would increase the hours from 25 to 30 hours per week. E. Noelle made a motion, T. Snow seconded. D. Huffman suggested a roll call. Four yes and three no votes. MOTION Passed.
- T. Snow suggested re-evaluating the EMS tax for 2022 to help with hours.

### **Old Business**

- Work at Home Policy attached. Eileen made a motion to accept the Work at Home Policy, B. Buzzard seconded. MOTION passed unanimously
- Ratify vote done via e-mail: Pay approximately \$600.00 for the R-6 Rip Rap stone to repair the Caldeno Creek Dam. D. Anspach made a motion, Z. Booth seconded. MOTION passed unanimously.

## **Committee Reports**

### *Water Committee (Derek Anspach)*

- Three significant water line repairs.
- D. Anspach spoke with US Department of Agriculture about the Spotted Lantern Fly program. They are going to spray in the area using herbicide treatment.

### *Budget/Finance Committee (Bill Buzzard)*

- D. Huffman will work on letters to send to delinquent customers. A. Trotter will provide her with a list of delinquent customers. Work with either the District Magistrate or Court of Common Pleas on collections proceedings.

### *Office/Personnel Committee (Bill Buzzard/Zack Booth/Eileen Noelle)*

- Eileen is working on spreadsheets to track hours for the Police Department, Office and Superintendent.

### *Sanitation/Recycling Committee (Tim Snow)*

- Derek and Tim will discuss increase in sanitation bills.

### *Economic Development Committee (Eileen Noelle)*

### *Recreation/Parks & Special Projects Committees (Lisa Paulette/Zack Booth)*

### *Building/Roads/Maintenance Committee (Tim Snow)*

- Roads met to discuss frame rust on the dump truck. Zack will be getting an evaluation
- Z. Booth has an idea about the short stretch of Delaware Ave (from Botangles to Asparagus Sunshine). Add to the work session agenda.
- T. Snow asked about a getting quotes to repair the railing on the building. Add to the work session agenda.

### *Open Space/Trail (Susan Cooper)*

- S. Copper announced the first meeting was well attended. Working in collaboration with Monroe County on the Liberty Trail. Zoom meeting on 2/17/21 at 6PM.
- Smithfield Township is addressing some issues on the Cherry Creek Trail.

## **Public Comments**

- Susan and Marty Wilson were in attendance. Tammy Cornelius and Desiree Pyett were in attendance. Desiree Pyett has ideas for fundraising for the Police Department. She is offering to help obtain corporate sponsors, collect private donations and host fundraisers to help support the department.

Motion to adjourn at 9:23 PM. Motion by D. Anspach seconded by E. Noelle.

Respectfully Submitted,

Allisen Trotter  
Borough Secretary

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Borough Secretary

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Date of approval