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**Delaware Water Gap Borough Council**  
**Regular Council Meeting Agenda**  
**June 1<sup>st</sup>, 2020**

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- President Calls the Meeting to Order

**PUBLIC COMMENTS & CONCERNS**

*(Any member from the public is free to share comments or concerns on any topics listed below via chat or by raising their hand via zoom option. Callers will also be provided with the opportunity.)*

**SECRETARY / TREASURER'S REPORT (Shaina Serrano)**

- Motion being requested by Shaina Serrano to approve Treasurer's Report (**Ref. 1a**) including current Accounts Payable as well as bills paid since approval at previous meeting on 05.04.20.
- Motion being requested by Shaina Serrano to approve the following Meeting Minutes & publish on dwgpa.gov website:
  - (**Ref. 1b**) Reorganizational Meeting & Regular Council Meeting January 6<sup>th</sup>, 2020.
  - (**Ref. 1c**) Regular Council Meeting May 4<sup>th</sup>, 2020.

**BOROUGH VIOLATION DISPUTES**

- (**Ref 6a-6d**) Monica McCaffrey Ticket# 0611

**SUPERINTENDENT REPORT (Harry Kent Darlington)**

**POLICE REPORT (Chief Andy Yakubik)**

- (**Ref. 2**) 5.2020 Monthly Police Report
  - Ongoing Issues
  - Traffic Citations
  - Incidents
- Resignation of Patrolman – Vincent Mezick
- Newly Hired Patrolman – Louis Chiaico

**MAYOR'S / EMERGENCY MANAGEMENT REPORT (Larry Freshcorn)**

- COVID-19 Update
- Neighborhood Program Update

**ENGINEER'S REPORT (Missy Prugar, Boucher & James) – (Ref. 3)**

- Cherry Valley Road Improvements – LSA Grant Application
  - Survey is tentatively scheduled for the week of June 1<sup>st</sup>, 2020. Further updates will be provided.
- Water Service Line & Valve Installation Project
  - Termination of 2" galvanized service line is still pending
  - Remaining balance due to contractor after completion is \$9,900.
- Unnamed Cherry Valley Creek (*Caledonia Creek*) General Permit # 5
  - Currently working with the Borough to locate the waterline to establish an easement for construction and maintenance.
- Lot 15 Caldono Drive/Minsi Rd Storm Water Management Permit Review (*Construction of a single-family residential dwelling*)

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## June 1<sup>st</sup>, 2020 DWG Regular Council Meeting Agenda Continued...

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- Received signed & sealed plans. Plans will be provided to the Borough for its record and use.
- Lot 2 Henley Subdivision
  - Tentatively scheduled to meet the contractor on the project site Tuesday, June 2<sup>nd</sup>, 2020.

### **ZONING OFFICER/BUILDING INSPECTOR REPORT (Mark Kirk, SFM Consulting)**

- **(Ref. 5)** 5.2020 Monthly Zoning Officer Report

### **NEW BUSINESS**

- Adams Outdoor Advertising requesting proration for April 2020 – May 2020.
- Accept DWG Fee Schedule for On Lot Septic Systems
  - Motion being requested by President, Jack Shoemaker to pass **(Ref. 7) Resolution 2020-006** Amending The Fee Schedule Regarding Fees for Certain Septic Permits.
- Replacement of Authority – Demolition Fund of Monroe County Program

### **OLD BUSINESS**

- Posting weight limit on the Bridge leading to the DWG Wellness Center & ensuring we are not disrupting the workflow of the business.
- DWG requesting a “slow-light” to be installed due to the I-80 Rockwall Project
- Updates needed from the Roads Committee regarding tows and increasing fines due to weekend parking issues.
- Solicitor to advise on accepting donations for the Neighborhood Program.
- Darron Schaedel Emergency Management Coordinator process update.
- Procedure for distributing recycling bins.
- New RMS System for Police Department (available approx. 9.2020)
- New AED & Defibrillator needs to be purchased.
- DWG Borough Hall Building Security System
- Awaiting an updated COVID-19 Work from Home Policy to be submitted by the Personnel Committee.
- Purchase of a new computer for the Borough Office.
- Zoning officer has returned normal hours in the office (Wednesdays & Fridays 11AM to 1PM).
- Employee Handbook awaiting finalization.
  - Employee paid holidays awaiting approval.
- Payment for website creation and maintenance – Shaina Serrano
- Water Operator, Craig LaBarre informed the Borough of an antiquated 8” check valve located at 61 Broad Street (Aleks Trucking) and would like to know if the line is necessary to keep.
- Zoning Ordinance Book
- Purchase of a new and more modern generator for Wellhouse #6/7.

### **COMMITTEE REPORTS**

#### **Zoning/Water (Derek Anspach)**

- Small Waterline & Valve Installation Project Grant Reimbursements.

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

- Fleet Service Card

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## June 1<sup>st</sup>, 2020 DWG Regular Council Meeting Agenda Continued...

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

### Sanitation / Recycling (Tim Snow)

### Building / Maintenance / Roads (Jack Shoemaker)

- Update on the effectiveness and longevity on the usage of “oil and chips” to seal our sideroads.
- Reaching out to L. Marki & Sons, Inc. to quote the replacement of the steel grate on Waring Drive.
- Securing the sinkhole on Kimberly Road.
- Gas Station on Mountain Road repaved a portion of the road.
- Bridge on Mountain Road.

### Economic Development (Eileen Noelle)

- Rescheduling of Founder’s Day.

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

- ESAT Plan
  - **Ref. 4a** -Active Transportation Network Map Eastern Monroe County
  - **Ref. 4b** - Municipal Ordinance Review
  - **Ref. 4c** - Infrastructure Improvement Projects Review
- RCAP Mapping Project Update

### Open Space / Trail (Susan Cooper)

### **PUBLIC/COUNCIL MEMBERS COMMENTS & CONCERNS**

*(Any member from the public or member of the council is free to raise their hand to share comments or concerns. Callers will also be provided with the opportunity.)*

### **ADJOURNMENT**