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# Delaware Water Gap Borough Council Meeting Agenda June 7th, 2021

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## **PRESIDENT CALLS THE MEETING TO ORDER**

- Introduce new council member Walter Conway.

## **TREASURER'S REPORT (Allisen Trotter)**

- Approval of Treasurer's Report including Accounts Payable.
- Approval of the Meeting Minutes: Regular Council Meeting May 3, 2021.
- Approval of the Meeting Minutes: Special Meeting May 17, 2021.

## **SUPERINTENDENT REPORT (Harry Darlington)**

Superintendent's Report provided

## **POLICE REPORT (Chief Andy Yakubik)**

Police Report provided

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

## **FIRE DEPARTMENT (Howard Ike)**

## **ENGINEER'S REPORT (Melissa E. Prugar P.E., Boucher & James)**

Mountain Road and Main Street (S.R. 0611) Pedestrian Safety Project (June 2021)

- A Preliminary Engineer's Opinion of Probable Cost, dated May 28, 2021, has been prepared in support of the proposed construction and is provided with this report. A Sketch Plan is also attached for reference. Boucher & James, Inc. is meeting with Councilwoman Lisa Paulette on Thursday, June 3, 2021, to further discuss the project and costs. The ARLE grant is now open until July 1, 2021. A resolution is attached to this report. The Borough shall decide if a match will be offered. Action required.

Well Nos. 6 & 7 Generator Purchase – LSA Grant (June 2021)

- The Borough was awarded \$28,336.00 during the CFA Board Meeting on May 25, 2021. The Borough requested \$28,336.00 in grant monies and offered a \$5,000 match for a total project cost of \$33,336.00.

DRBC Application for Groundwater and/or Surface Water Withdrawal (June 2021)

- The Borough has requested Boucher & James, Inc. to complete the DRBC Application for Groundwater and/or Surface Water Withdrawal. The application is due July 11, 2022, and a review fee will be required.

Cherry Valley Road Improvements – Construction

- A preconstruction meeting was held with the Roads Committee and contractor on May 18, 2021. Three (3) important items were discussed. 1. Upon observation of the storm sewer pipe along Cherry Valley Road at the intersection with Kimberly Road, the Contractor suggested the pipe be cleaned to determine if replacement is required. Change Order No. 1 will be required and is attached for review and approval. Action Required The Contractor anticipates the cleaning to take 3 hours at a rate of \$495.00 per hour, plus \$975.00 for mobilization/demobilization. The total work should cost \$2,460.00. The bid price to replace the storm sewer pipe is \$8,686.00. Should cleaning the pipe determine replacement is not required the Borough will save \$6,226.00. In addition, the Contractor posed two (2) additional questions: a. Does the Borough want a video of the cleaned-out pipe? This will be an additional cost of \$700.00 (total change order would then be \$3,160.00) b. The jet truck to clean the

pipe comes with 1,500 gallons of water which will typically be sufficient for half a day. In the event more water is needed, the Contractor will need a high-pressure water source nearby, typically a fire hydrant. 2. The Contractor suggested the road to be closed to all, but local traffic. The Contractor indicated that work should last 3 to 4 days. Report to Delaware Water Gap Borough Council June 7, 2021 Page 3 3. The Contractor suggested placing a bituminous curb in front of the concrete driveway at 7722 Cherry Valley Road. The curb will be around 3 to 4 inches high and will be outside of the travelway so it should not be impacted by the snowplow. The Contractor also suggested creating a small channel along the pavement in front of the driveway at 7692 Cherry Valley Road (William's property). This area is also to receive additional mill to match the existing concrete elevation. We believe this will aid in directing stormwater along the road and away from the driveway.

Lot 2, Henley Subdivision (June 2021)

- We understand that the Applicant/Developer has requested release of their escrow monies. The Borough should determine if this money should be released or held until the basin is vegetated.

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

Zoning Report provided

## **NEW BUSINESS**

- Proposal to council about moving to hybrid meetings (Zack)

## **OLD BUSINESS**

- Wellhouse Generator updated costs and operation. Water Tank Repair.
- Dump Truck Repair update (Zack)

## **COMMITTEE REPORTS**

### **Zoning/Water**

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

- Portland Contractors Agreement May 1 2021 – April 30, 2024. Vote
- Application for the Delaware Water Gap Basin Commission. Melissa E. Prugar P.E. to complete the application for the Borough. Vote. Action Required
- Municipal Authority Resolution for Delinquent Customers and Payment Plan Agreement. There has been discussion about the Borough aligning with their procedure for delinquent customers. Vote
- ESSA Water Loan (attached)

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

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

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

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

**Economic Development (Eileen Noelle)**

**Open Space (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.)*

**EXECUTIVE SESSION**

**ADJOURNMENT**