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# Delaware Water Gap Borough Council

## Regular Meeting Minutes

### October 4, 2021

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#### **Call to order**

The Regular Meeting of the Borough Council of Delaware Water Gap was hosted at the Borough Hall and via Zoom on Monday, October 4th, 2021. The following officials were present: President Jack Shoemaker, Vice President Bill Buzzard. Mayor Larry Freshcorn, Councilmen Tim Snow, and Walter Conway, Councilwoman Lisa Paulette and President Pro Temp Eileen Noelle. Also present were Borough Secretary Allisen Trotter, Solicitor Deborah Huffman, Engineer Melissa E. Prugar P.E. and Fire Chief Howard Ike. Councilman Zack Booth, Police Chief Andy Yakubik and Open Space & Trail Committee Chair, Susan Cooper were excused.

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

#### **Reports**

##### *Treasurer's Report*

- B. Buzzard made a ***motion*** to approve the Treasurer's Report and pay the bills. W. Conway seconded the motion. *MOTION passed unanimously.*
- T. Snow made a ***motion*** to approve September 14, 2021 Regular Council Meeting Minutes. W. Conway seconded the motion. *MOTION passed unanimously.*

##### *Zoning Officer Report (Michael Manter, Manter Inspections)*

- President Shoemaker introduced the new Zoning Officer, Michael Manter.
- Resolution to adopt new Zoning Fee Schedules with or without 20% Administrative fees. W. Conway made a ***motion*** to adopt the new Zoning Fee Schedule including a 20% Administration fee. Seconded by B. Buzzard. *MOTION passed unanimously.*

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

Superintendent's Report Provided

- 52 PA One Calls to date.

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

- Police Report Provided
- Mayor Freshcorn reported that Chief Yakubik and Officer Chirico attended Truck Inspection Training. The Officers need tools in order to do the inspections. Cost approximately \$380.00. Expenses under \$500.00 do not need prior approval. Ratify when under \$500.00 at following council meeting.

### *Mayor/Emergency Management Report (Larry Freshcorn)*

- Mayor Freshcorn attended a meeting with Warren County Commissioners. They are adopting a Resolution to de-fund the 180 Rockwall.
- Thank you for all who volunteered for Pick Up the Poconos. The volunteers covered Main Street, Broad Street and the Cemetery.
- The Lantern Walk is scheduled on October 30, 2021 at 6pm. Maryann and Terry Fagan are the tour guides.
- Wreaths Across America: December 18 at 12pm. Colonel from Tobyhanna Army Depot will be attending.
- Emergency Management Meeting on Thursday October 7, 2021 at 7pm at the Borough Hall.

ACT 65: Agenda Amendment on October 4, 2021 during the Council Meeting. President Shoemaker made a ***motion*** to add Trick or Treat time to the agenda. Seconded by B. Buzzard. ***MOTION*** passed unanimously.

- Agenda Addition: Paint the police car to be used as a decoy. Estimate \$680.00. W. Conway made a ***motion***. T. Snow seconded. ***MOTION*** passed unanimously.

### *DWG Fire Company (Chief Howard Ike, DWG Fire Department)*

#### Financial Report Provided

- Chief Ike reported there were 8 calls.
- Great turnout for Fire Prevention Week
- The LSA Grant was submitted
- Reminder to send event flyers to A. Trotter and E. Noelle so they can post them on social media.
- Paint Fire Hydrants. Add to Work Session.

### *Engineer's Report (Melissa E. Prugar P.E., Boucher & James, Inc.)*

#### *.Cherry Valley Road Improvements Construction*

- Engineer M. Prugar reported on pipe work. There was a mix of pipes, broken pipes and materials. Remove everything up to Kimberly. Pipe angles are not available. \$6500.00 for the junction box.
- ACT 65: Agenda Amendment on October 4, 2021 during the Council Meeting. Vote needed due to time sensitivity and completion of the construction project. B. Buzzard made a motion to add to the agenda. Vote to approve \$10,000 to purchase the necessary materials to complete the piping project for the Cherry Valley Road Project. Seconded by W. Conway. All in favor.
- Agenda Addition: Allow up to \$10,000 to purchase the necessary materials to complete the piping project for the Cherry Valley Road Project. T. Snow made a ***motion***. Seconded W. Conway. ***MOTION*** passed unanimously.
- The date needs to be extended to November 2, 2021 for Change Order 3. B. Buzzard made a ***motion***. Seconded by J. Shoemaker. ***MOTION*** passed unanimously.

### *Solicitor's Report*

#### **New Business**

- New meter is needed for Water Gap Village to capture the use of water correctly. The cost is \$6235.00. B. Buzzard made a ***motion*** to purchase the new meter. Seconded by L. Paulette. ***MOTION*** passed unanimously.

## Old Business

- Engineer M. Prugar reviewed Caledonia Dam Repair options. 1. Leave as is. 2. Fill the holes and extend the riprap using an angle and heavier riprap. 3. Remove and replace material (costly). Engineer's Recommendation is Option 2. T. Snow expressed concerns about repairing it the same way it was done in the past and it not holding up. B. Buzzard made a ***motion*** to accept the Engineer's recommendation and move forward with Option 2. L. Paulette seconded the motion. *MOTION passed unanimously*

## Committee Reports

### *Water Committee*

- H. Darlington will check with Craig LaBar on the covered fire hydrant near Water Gap Village

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

- Add the 2022 Budget to the next Work Session.

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

- See Reports. Harry's hours change over in November.

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

- Leaf pick up scheduled for October 20 and November 3.
- A. Trotter will order recycling cans.

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

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

- L. Paulette is looking at Britt Sady's proposal to put a fence around Shull Park.
- Thank you to everyone for the Letters of Support for the LSA Grant (Main Street Pedestrian Safety Project).

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

- T. Snow discussed damaged culvert boxes. He is in contact with PennDOT to see if they are responsible for repairing the boxes. The Gulf Station, Ramp by U Locke It and 60 Main St.
- Discussion about damaged at grate Water Gap Village. The Borough does not own the road. It is a private road.
- Driveway needs to be repaired at Denny Douds property on Cherry Valley Road due to a water leak on February 20, 2021. Bob Marki will repair the driveway.

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

- Val Higbee: Susan Cooper is receiving the award on behalf of the Borough on Wednesday October 6, 2021 for the Cherry Creek Crossing Trail.

## Public Comments

## Adjournment

- Motion to adjourn at 8:25pm. Motion by W. Conway , Second by E. Noelle. All in Favor.

Respectfully Submitted,

Allisen Trotter  
Borough Secretary

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Borough Secretary

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Date of approval