
Delaware Water Gap Borough Council Meeting Agenda September 13th, 2021

PRESIDENT CALLS THE MEETING TO ORDER

TREASURER'S REPORT (Allisen Trotter)

- Approval of Treasurer's Report including Accounts Payable.
- Approval of the Meeting Minutes: Regular Council Meeting August 2, 2021.

SUPERINTENDENT REPORT (Harry Darlington)

Superintendent's Report Provided

- 2008 F550 Dump truck inspection due. Needs 4 shocks approximate cost is \$600.00. NextGen Auto DWG provided estimate. **Vote**
- Caledonia Dam needs more material placed do to the recent HEAVY rains. Some of the R-6 stone was moved down stream. Washout has occurred and erosion has started behind the stone that was placed. At least one if not two loads of R-6 will be needed (approx. \$550 per load delivered). **Vote**
- No parking signs needed for Well House 6. Cars were blocking the access to the gate.

POLICE REPORT (Chief Andy Yakubik)

Police Report Provided

MAYOR'S/EMERGENCY MANAGEMENT REPORT (Larry Freshcorn)

ACT 65: Agenda Amendment on September 13, 2021 during the Council meeting. Z. Booth made a **motion** to add to the agenda: Paint the Crown Victorian Police car. Seconded by W. Conway. All in favor.

- Agenda Addition: L. Freshcorn would like to have the police car painted to be used as a decoy. Estimate \$680.00.

FIRE DEPARTMENT (Howard Ike)

Financial Report Provided

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

Engineer's Report Provided

Main Street Pedestrian Safety Project- LSA Grant

- Boucher & James, Inc. met with Lisa Paulette on August 5, 2021, to discuss the scope of work for new sidewalk along the western side of Main Street between the Martz Bus Station and Broad Street.
- Completed a preliminary concept plan and distributed it to Lisa Paulette and Zack Booth on August 16, 2021 and is preparing an Engineer's Opinion of Cost and Project Description.
- A resolution is required for the submission of the LSA Grant due on September 30, 2021. The resolution is attached to this report. The Borough should determine if a match will be offered.
- A \$100 application fee is required. This application is submitted electronically, and the Borough will be invoiced.

Cherry Valley Road Improvements Construction

- Boucher & James, Inc. met with the property owner at 7709 Cherry Valley Road to discuss the drainage issues. Subsequently, visited the site on August 23, 2021, following a heavy rain event, and then met with the Roads Committee. Based upon our observation we believe the concrete curb is the feasible option at this time. We have documented our observation and findings in a letter dated September 1, 2021 (attached).
- Contacted the Contractor for the following items: The removal of the macadam curbs at the Williams and Pallitto driveways from the project scope. The addition of adding pavement to the existing swale at the Williams driveway. The construction of shorter curb tapers at 7709 Cherry Valley Road.
- An estimated start date. Boucher & James, Inc. has received a response indicating that construction will begin on Wednesday, September 15, 2021.

SOLICITOR'S REPORT

ZONING OFFICER/BULDING INSPECTOR REPORT (Mark Kirk LLC)

Zoning Officer Report provided

- September 2021: New Zoning Officer Michael Manter from Manter Inspection Company.

NEW BUSINESS

- Cherry Creek Crossing Trail Award: The award will be presented to Smithfield Township and the Borough of Delaware Water Gap at the Commissioner's Meeting on Wednesday, October 6th at 9:30 am. Need a representative, preferably one who was involved with the project, to attend the award ceremony on the Boroughs behalf (see attached email).
- Change the insurance coverage on Borough Building, Salt Shed and Water Tank (see attached spreadsheet).
- Discuss purchasing a shipping container
- Discuss approval of additional hours for police truck traffic stop training
- Input identifying trees on Borough property that need to be trimmed or removed

OLD BUSINESS

- Policy for the DWG Fire Department: Coverage for the Borough

COMMITTEE REPORTS

Zoning/Water (Bill Buzzard/Tim Snow)

Budget / Finance (Bill Buzzard)

- Resolution to adopt a new fee schedule for Building Inspections (see attached).
- Permit Fees: 70% of fees are allocated to the Zoning Officer and 30% are allocated to the Borough. Including an additional 20% fee for administration costs allocated to the Borough needs to be determined.

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

- See attached Employee Hours

Sanitation / Recycling (Tim Snow)

Building / Maintenance / Roads (Tim Snow/Zack Booth/Jack

Shoemaker/Harry Darlington)

- Discuss sink hole at 230 Mountain Road

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.)

The next Work Session is Monday September 20, 2021. The next Council Meeting is on Monday October 4, 2021

ADJOURNMENT