

**BOROUGH OF WIND GAP
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The Council meeting of the Borough of Wind Gap on Tuesday, April 21, 2020 was called to order at 7:00 p.m. by Council President Dave Hess, through Zoom Video Conferencing. Louise Firestone informed everyone that the meeting is being recorded.

A verbal roll call was taken by Borough Administrator Louise Firestone – participating via Zoom computer link or Zoom phone link were Council members George Hinton, Joyce McGarry, Mike McNamara, David Manzo, and Steve Bender. Also, in attendance were Mayor Mitchell D. Mogilski Sr., Borough Solicitor Ronald Karasek, Borough Engineer Brian Pysher, and Borough Administrator Louise Firestone. Absent was Councilman Jeff Yob.

PUBLIC COMMENT

Council President Dave Hess asked if there was anyone on-line or on the phone from the public wishing to make a comment or ask a question of Borough Council. Council Hess hearing no public comment proceeded with the meeting agenda items.

APPROVAL OF MINUTES

On motion by Dave Manzo to approve the April 6, 2020 minutes and seconded by Mike McNamara. Roll call vote taken. Council agreed unanimously.

NEW BUSINESS

1. Borough Manager – Adoption of Ordinance No. 509 - Attorney Karasek reported that the Ordinance No. 509, to establish the office of Borough Manager, has been duly advertised.

On motion by George Hinton to adopt Ordinance No. 509 and seconded by Dave Manzo. Roll call vote taken. Motion carried unanimously.

Council discussed the manager salary and the Committee, comprised of George Hinton, Dave Hess and Joyce McGarry, reported that \$70,000 was put into the 2020 budget for the position of Borough Manager.

On motion by George Hinton to promote Louise Firestone to the position of Borough Manager with the salary of \$70,000 and full benefits effective April 22, 2020 and seconded by Steve Bender. Roll call vote taken. Motion carried unanimously.

Louise will verify that her bond as Treasurer is the same bond that would be required for a Borough Manager and also request a quote for additional dollar amount coverage as the current bond was established several years ago.

2. Full-time Street Worker Employment – George Hinton reported that he, along with Jeff Yob and Rich Fox held interviews in the park. Their first choice is Zach Saltern. His starting salary will be \$17.00 for the 90 days probationary period and then \$17.93 for the first year with full benefits.

On motion by Steve Bender to hire Zach Saltern as a full-time Street Worker starting May 4, 2020, contingent upon background checks and seconded by Mike McNamara. Roll call vote taken. Council agreed unanimously.

3. Sixth Street – Colonial Springs Drainage Issue – Dave Hess reported that there is a drainage problem with considerable amount of water backing up on Sixth Street. Brian Pysher said that a letter was sent in November 2019 to owners of Colonial Springs regarding overflow on Center and Taft after the Borough received complaints about the water in the parking lot. He said that Sixth Street is a low-lying area adjacent to wetlands and should have been elevated at least three feet during construction. The previous letter was to have Colonial Springs maintain the channel and dredge it out so the water flows into the wetlands. The Borough maintains the culvert on Sixth Street, but there is not enough elevation for the water to flow into the culvert. The Borough did clean it out last year, but it is not the Borough's obligation to keep the channel clear of debris and the pipe cleaned out. Dave Manzo said that children play in that area and it is not safe and it will be a health hazard in the summer with bugs. Brian referred to the land development plan when the sub-division was implemented there was no storm water discharge easement which would have allowed the Borough to go in and clean it out. Brian said that with the new ordinance for stormwater easement, the owner is to maintain it or we go in at their expense. Attorney Karasek said that if we had an easement to enter it would be best or proceed with public nuisance to issue a citation. Out of courtesy the Borough could send a letter to the owner. George said that when the Center Street pipe collapsed and flooded, we sent them a letter and they did nothing.

On motion by George Hinton for Brian Pysher to send a letter to Colonial Springs Manager regarding drainage problems and seconded by Steve Bender. Roll call vote taken. Council agreed unanimously.

4. Municipal Complex Parking Lot Drainage Project – Brian Pysher reported that there is a water drainage problem on the east side parking lot. The Borough secured funding for the proposed 40' X 100' concrete aprons. The solution would be to put a rain garden to collect the water. Louise Firestone reported that she has been in contact with Northern Nursery for plants for the rain garden and landscaping in front of the Municipal building. Brian estimates that the entire drainage/rain garden project would be less than \$10,000. Steve Bender said to contact Northampton County Conservation regarding types of plants, trees and bushes to put there. He said they supplied the plants for Pen Argyl.

On motion by George Hinton to proceed with the inlet boxes, drainage pipe and rain garden at the Municipal Complex East side parking lot and seconded by Joyce McGarry. Roll call vote taken. Council agreed unanimously.

5. BioSpectra Revised Pipe Replacement Plan – Council Action Deadline Review – Attorney Karasek reported that he requested for this to be on the agenda. Attorney Faul is participating in this Zoom Virtual Council meeting representing BioSpectra. Attorney Karasek reported that this past weekend he received new plans dated March 20, 2020 for the Land Development Plan so Borough Council would now have until June 18 or 29, 2020 to take action.

Attorney Faul reported that BioSpectra entered into pending orders from drug companies, working on COVID-19. BioSpectra intended to utilize the Wind Gap location to construct a building to store their products. BioSpectra is running out of space and would like to start building sooner rather than later. They have questions on the storm water line. Brian Pysher said that the design he provided was a 2012 design and the building was on top of the pipe in some locations. We must agree to bypass the structure, adding this to their plans. BioSpectra has met all the comments on the engineer's review letter. Brian reported that the intent is to have the regularly scheduled Planning Commission Meeting on Thursday, May 7, 2020 utilizing Zoom, which will then be on the agenda for Council's mid-month meeting for action based upon Planning Commission recommendation. Brian said that BioSpectra's Planning Engineer can ask for a waiver to put the pipe in. Brian reiterated that the actual building will still have to go through the Land Development process for construction. The waiver

that BioSpectra will be requesting is only for the pipe replacement, but not the building. Attorney Faul said that they plan on using the same footprint. Brian said that the Zoning Officer said they can use the same footprint, but they will need a variance since it is non-conforming. Attorney Faul said that they do not have that much time. If the existing footprint is within land development they would proceed. Brian said that the initial building plans had SALDO issues and Council would need to see something to make a decision. Attorney Faul said that they will not proceed with the pipe replacement if the owner of the property is not going to build. Brian said the new building needs Land Development Plan, we can set up a meeting. Attorney Faul said he would like a waiver request on both at the May 7, 2020 Planning Commission Meeting.

OLD BUSINESS

1. Center Street Paving Project Advertisement Approval
On motion by George Hinton to approve the advertisement for the Center Street paving project and seconded by Dave Manzo. Roll call vote taken. Council agreed unanimously.
2. Borough Maintenance Garage – George Hinton reported that he would like to have construction proceed on May 8th when the stay at home order is lifted by Governor Wolf. Louise reported that Borough Council has been provided a revised schedule for the construction which is dated April 2, 2020 and has construction resuming on Wednesday, May 6, 2020. Brian Pyscher will call NuCor Management to confirm that this tentative schedule will be adhered to for construction.
3. Attorney Karasek reported that regarding the Guerin Zoning Appeal matter – Special Exception Home Occupation matter, he filed the Zoning Appeal at Northampton County Courthouse prior to the shutdown.

COMMITTEE REPORTS

1. EMS – Dave Manzo said that they did not have a meeting.
2. Fire – George Hinton reported that the Fire Company went over fundraising and the carnival. They will not make a decision on the carnival until the beginning of June. The truck that is in the middle of the garage has been sold and will be moving once all documents have been notarized.
3. Regional Police – Dave Hess reported that Police Department responded to a total of 460 calls for service, 123 were for Wind Gap. They are working through this pandemic and assisting where necessary. Overall calls for service are down, but the calls they are responding to are more critical. With the schools being closed, the resource officers for the schools are on patrol and will resume their duties at the school when the schools re-open.
4. Emergency Management – Dave Hess reported that during this pandemic, this is a full-time position. There are daily briefings with the County and Plainfield Township. The County had a pallet of hand sanitizer for Wind Gap and Plainfield Township that Rich Fox picked up for us. He is keeping a list of anything that comes in or goes out in order to request reimbursement for time and materials used by the Borough.
George Hinton thanked Dave Hess for the wonderful job that he is doing as the EMC.
5. Zoning – Mike McNamara had nothing to report.

6. Planning – Dave Manzo reported that there is a May 7th Planning meeting scheduled with BioSpectra for their pipe replacement. Brian will keep us informed on the meeting, in office or Zoom. Brian can put their plans on the screen so everyone can see them.
7. Municipal Authority – Dave Manzo reported that their meeting is scheduled for tomorrow evening. He also thanked Dave Hess for obtaining the masks for the Municipal Authority.
8. Streets – George Hinton reported that the Street Department has been working on potholes, alleys, replacing signs, and working in the park. They are replacing the pole for the cameras in the park so we can move forward with the camera installation.
9. Park/Athletic Fields – Dave Manzo reported that he spoke with Tony Borger. The car show is up in the air, we will see if they have to reschedule or cancel.
Community Garden – Joyce McGarry reported that the community garden is expanding. Louise Firestone has been working with Steve Reider regarding funding for the garden.
10. Tipping Fees – Louise Firestone reported that the Borough received \$60,986.55 for the first quarter of 2020. Adrienne Fors will join in our next meeting with updates on the tonnage and the effect it will have, with an anticipated decrease for the second and third quarters.
11. C.O.G. – Mayor Mogilski reported that the COG did not have a meeting.
12. Slate Belt Rising – George Hinton said they have been shuffling the number on the budget and it is up in the air as to how they are going to split the money. The Road Rally was moved from Wind Gap to Bangor, but Bangor is not even sure that they will be hosting a car show this year. Louise Firestone reported that the Steering Committee had discussion regarding assisting those in need in the four boroughs. If funds are reallocated where would the money come from and how would it be given out to those in need. Suggestions included helping the food banks, the senior centers, businesses, or assisting residents with utility bills. This topic will be further discussed at the next Slate Belt Rising Steering Committee meeting.
13. Multi-Municipal Plan – Louise Firestone reported that had a virtual meeting on line. The Steering Committee discussed and agreed that the meetings will be temporarily suspended until the meetings can be held in person. George Hinton said that there are over 50 participants and it is easier in person.
14. Mayor’s Report – Mayor Mogilski thanked Dave Hess, Emergency Management Coordinator. for all the great work and time that he has put in during this pandemic.

ADJOURNMENT

Attorney Karasek reported that he saw Dave Hess on channel 69 news and it was a nice thing that he and the Slate Belt Police Department did for the children and the Easter Bunny did a great job!

On motion by Dave Manzo to adjourn the meeting of April 21, 2020. Council agreed unanimously. The meeting of April 21, 2020 adjourned at 8:30 p.m.

Louise Firestone – Borough Manager