

**BOROUGH OF WIND GAP
545 East West Street
WIND GAP, PA 18091
610-863-7288
FAX 610-863-1011**

Wind Gap Borough Council meeting on Monday, April 1, 2024, was called to order at 7:00 p.m. by Council President George Hinton, at which time he reminded those present that the meeting was being recorded. In attendance were Council members: Steve Bender, Mark Crossen, Dave Manzo, Jason Boulette, and Patrick Webber. Also in attendance were Borough Solicitor Ronald Karasek, Borough Engineer Brian Pysker and Borough Manager Louise Firestone. Absent were Mayor Wesley J. Smith and Councilman Alex Cortezzo.

PUBLIC COMMENT

No public comments were heard at this time.

APPROVAL OF MINUTES

On motion by Patrick Webber to approve the March 19, 2024, minutes and seconded by Dave Manzo. Roll call vote taken. Roll call vote taken. Council agreed unanimously.

APPROVAL OF EXPENSES

On motion by Dave Manzo to approve the expenses in the amount of \$186,510.75 and seconded by Patrick Webber. Roll call vote taken. Council agreed unanimously.

SOLICITOR'S REPORT

Attorney Karasek reported that he filed the appeal, at Northampton County Courthouse, against Xclusive Auto LTD. The Appeal contains a clause that allows for additional argument based on the hearing transcripts. Briefs will be filed by both the Borough and by the applicant.

ENGINEER'S REPORT

Brian Pysker reported that he has been working on different projects at the park in conjunction with the master plan improvements including the walking trail, concession stand and restrooms at the lower ballfields. He put together a sketch of how that building may be serviced with sewer. He met with the park committee to discuss the maintenance building and the issues with the upper ball field and the fence installation. He is working with Mr. Bachik, Architect Engineer from Navaro & Wright, designing some the improvements. Due to funding that has been awarded to the Borough, the lower portion of the walking trail below the basketball courts needs to be constructed this year.

NEW BUSINESS

1. Introduction for Discussion of an Ordinance that would Require Commercial Properties / Specifically – Businesses to obtain a Survey Prior to Property Transfer - George Hinton informed Council that this is a topic that was brought up in the past. He would like to have a discussion regarding commercial properties obtaining a survey prior to transfer. This would alleviate the problems of property line disputes down the road. Dave Manzo stated that he would like to see a draft ordinance. If this is for commercial properties, this would include housing developments.

On motion by Dave Manzo to authorize the Borough Solicitor and Borough Engineer to draft an ordinance for commercial properties to obtain a survey prior to a property transfer and seconded by Mark Crossen. Roll call vote taken. Council agreed unanimously.

2. JVI LLC – Green Knight Drive – Letter of Credit Reduction #2 – Engineer Recommendation – Action to be taken

On motion by Steve Bender to approve the Letter of Credit Reduction seconded by Patrick Webber.

Motion amended by Steve Bender to approve the Letter of Credit Reduction by \$573,988.23 as per the Engineer letter dated April 1, 2024, and seconded by Patrick Webber. Roll call taken. Council agreed unanimously.

OLD BUSINESS

1. Male Road / South Broadway Intersection – On-site Meeting - Paving and Pavement Marking Update- Project Revision Approval - George Hinton reported that an on-site meeting occurred to discuss the scope of the milling and paving project. The meeting attendees were Brian Pysher, Rich Fox, Louise Firestone and George. After meeting and visually reviewing the 100' of milling, paving and line marking that were previously discussed, the recommendation would be to hold off on the road repairs but approve the contractor's bid to do the striping. Rich did confirm that Guidemark is not a participating CoStars vendor, so their price is set by industry standard not through the State's vendor program. Rich did contact the vendor that Steve Bender provided, and they are not comfortable doing a job of that magnitude with the volume of traffic on South Broadway and Male Road. They would not provide a quote to the Borough. After further discussion, Council indicated that they would prefer obtaining another quote for comparison of cost. Louise will have Rich Fox call another vender.

2. School Alley (from E. Center to Park Ave) Parking Lot Quantity / Cost Estimate – Approval to Proceed with Paving Project – Brian Pysher completing the field work and produced a quantity and cost estimate spreadsheet that has been distributed to Council. The cost estimate includes paving in the alley, paving required for the parking lot, screening/plantings that are required, the signage, and striping. The cost is for material only as the street workers will be doing the labor. Brian informed Council that although no markers exist on the property with the townhouses installed by the developer, we should require that as part of the land development the monuments should be installed.

On motion by Mark Crossen to move forward with the School Alley project and seconded by Steve Bender. Roll call vote taken. Council agreed unanimously.

3 Male Road Superstructure Bridge Update – No Action Required – Gilmore & Associates Schedule – Funding Updates – Louise Firestone received an e-mail from Gilmore & Associates outlining a schedule which appears to be aggressive, but it gives a time frame of the design and permitting work will take. Louise informed Council that the Borough was awarded an additional \$200,000 from Multi-Modal Transportation Fund and she also went over the funding currently available for this project.

4. Park Committee – Meeting Update – George Hinton said that there was a meeting with himself, Steve Bender, Louise Firestone, and Dave Manzo. They discussed the ballfields, the buildings, and the field on the lower tier that was the little league field. The committee will be getting together prior to our workshop meeting at 6:00 pm. Grant funding for the park trail includes replacement of the sidewalk on Third Street. Unfortunately, Third Street is a state road so the installation of the curbs will require a PennDOT permit.

5. Municipal Complex Parking Lot Paving Project Meeting Update – Brian Pyscher said that he and Louise met with Pete Albanese for the lighting schematics and with Wes Terry for the security camera system. Pete presented a lighting plan and reconfigured some of the pole locations so we can get adequate illumination around the facility. In coordination with Wind Gap Electric, we will keep moving this forward by ordering the precast bases and getting them installed along with the conduit that will be installed by the street workers. Brian is working on the bid specification document for the improvements as the project must be publicly advertised.

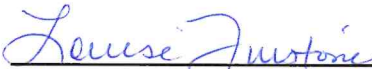
6, Junior Council Person Program - Jason Boulette reported that he, along with George Hinton, and Mayor Smith met with the Principal, the Vice-Principal, two Guidance Counselors, and some teachers at Pen Argyl High School. The representatives from the school were excited about this idea. As previously discussed, there was concern because in the past the Borough had attempted to encourage high school students to participate in local government, but there was no interest from the students. The principal and staff indicated that there might be many students interested in this opportunity to participate. Jason said that the elected officials informed the school representatives that they would like to have at least two students to serve as council members, but the Borough has several other opportunities should enough students show an interest. These would include the Planning Commission, The Zoning Hearing Board, the Slate Belt COG, Planned Slate Belt, the Wind Gap Municipal Authority and the Park Committee. The principal is looking for a very aggressive schedule for identifying students for this program.

PUBLIC COMMENT

No public comments were heard at this time.

ADJOURNMENT

On motion by Dave Manzo to adjourn the meeting of April 1, 2024. Council agreed unanimously. The meeting of April 1, 2024, adjourned at 8:02 p.m.



Louise Firestone, Borough Manager