

**BOROUGH OF WIND GAP  
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The Council meeting of the Borough of Wind Gap on Monday August 5, 2019, was called to order at 7:00 p.m. by Council President Dave Hess, at which time he reminded those present that the meeting was being recorded. In attendance were Council members George Hinton, Joyce McGarry, Mike McNamara, David Manzo, Jeff Yob, and Kerry Gassler. Also in attendance were Mayor Mitchell D. Mogilski Sr., Borough Solicitor Ronald Karasek, Borough Engineer Brian and Borough Administrator Louise Firestone.

**PUBLIC COMMENT**

1. Suzanne Werfelman of Alpha Road came before Council with information regarding noise while visiting in South Bend, Indiana. She had copies of the local Noise Control Ordinance and an article regarding how noise affects health to share with Council. She said that cars come speeding down the road and that neighbors are concerned while backing out of their driveways. There are digital speed readers which would help and show that the community cares about Alpha Road issues.

2. Carlton Snyder came before Council representing the Green Knight Economic Development, on behalf of the Board of Directors, he is proud to say that they reactivated their Community Support Grant Program. He is happy to present checks to agencies within Wind Gap Borough. They are for Wind Gap Ambulance for updating the suction units in the ambulance, Wind Gap Borough Park for Summer Sounds Concert Series, Wind Gap Borough Park for the walking path, Wind Gap Borough Park for LED lighting fixtures in the park, and for the Slate Belt Services Unit for the Girl Scouts of America for support in attendance in their day camp. Carlton said that next year they will be in operation for 20 years and still have 7 original member on the Board. They hope to continue their Community Support Program. They also have 14 active college scholarships, along with Families First, the School District, and financial support for the Blue Mountain Community Library. It is their intent to start pushing dirt for Green Knight Industrial Park II formally known as the Beers Property in early September. They did sign a letter of intent with a developer who has the right to purchase the first property. Hopefully they can bring some nice industry and jobs into our community.

**APPROVAL OF MINUTES**

**On motion** by Dave Manzo to approve the July 1, 2019 minutes and seconded by Mike McNamara. Roll call vote taken. In favor: K. Gassler, D. Hess, G. Hinton, D. Manzo, J. McGarry, M. McNamara. Abstained: J. Yob. Motion carried: 6-0-1.

**APPROVAL OF EXPENSES**

**On motion** by Kerry Gassler to approve the expenses in the amount of \$62,384.58 and seconded by Jeff Yob. Roll call vote taken. Council agreed unanimously.

## **SOLICITOR'S REPORT**

Attorney Karasek apologized for not providing his written report prior to the meeting. He reported that his time has been spent on the JERC Land Development Plan and the several waiver requests, Tyrone Klump's Third Street project, Green Knight Economic Development Land Development Plan, correspondence relating to the Guerin lawsuit and general miscellaneous items.

## **ENGINEER'S REPORT**

1. ARLE Project Update – Brian reported that he put together a package based on the correspondence from PennDOT with what documentation is required for reimbursement. This was sent out last week and was received in Harrisburg and there was one correction that was sent out today. He anticipates receiving a reimbursement check from PennDOT in the near future. As previously reported, PennDOT will be withholding approximately \$8,000 until they get a computer for the traffic software to be installed on in their offices. He did receive an e-mail from the project contractor, Northeast Signal, requesting that we release the 10% retainage. The contract requires that the Borough retain 10% so his recommendation is that the funds only be released upon approval from TPD, our Traffic Engineer. The Borough did received an approval letter from PennDOT stating that the final inspection of the traffic signal upgrades was completed and up to PennDOT standards. There is a 30 day test period so we have started that cycle and the timing is all functioning as designed. Since Council does not have a mid-month meeting, Brian asked if a motion could be made to release the retainage on condition that TPD approves it.

**On motion** by Jeff Yob to release the funds for the ARLE Grant upon approval from TDP and seconded by Kerry Gassler. Roll call vote taken. Council agreed unanimously.

2. Alpha Road Update – Brian reported that he had correspondence with Bracalente, he submitted general submittals which were approved and sent back to him. The proposed start date is mid August to begin installation of the pipe. All contracts were signed, notice to proceed was sent out, submittals were sent out and approved, we are waiting for the contractor to come in and start. They are planning on closing the road and opening it at night as long as we can make it safe and passable. We will work with them and use the localized NIXLE system to update the residents that want to be notified.

3. Maintenance Garage – Brian reported that this previous week, the bids were opened for the Maintenance Garage and the Municipal Building Façade. The maintenance garage project has multiple contractors, it was advertised for General Contractor, Mechanical Contractor, Electrical, and Plumber. The low bidder for the following were: General Contractor – Nu Cor Management \$687,000, Plumbing - Warko Group out of Allentown \$101,700, and Electrical – Wind Gap Electrical \$127,800. The Borough did not receive a single bid for the for the mechanical portion of the project so the mechanical work had to be re-advertised in the newspaper. W2A had a list of contractors that they had notified for the bid so they will reach back out to them and we will send a note to Super Heat to see if they are interested. The bids are due on Thursday, August 22, 2019 with the award projected to occur at the Tuesday, September 3, 2019 Council meeting. The low bidder for the façade was Nu Cor Management at \$229,000.

**On motion** by Kerry Gassler to award the Façade upgrade to Nu Cor Management for \$229,000 and seconded by Dave Manzo. Roll call vote taken. Council agreed unanimously.

George Hinton requested that Brian get quotes on a seamless roof as opposed to a screw down roof to eliminate maintenance of replacing the screws at a later date. Brian estimates that a seamless roof could potentially cost \$15,000/\$16,000 more, but could be included as a change order on the maintenance garage project.

## **NEW BUSINESS**

1. Northampton Cty Land Preservation Grant – West Second St. – Dave Manzo reported that the last time he went to the Slate Belt Rising Sustainability meeting he spoke to Steve Reider about the property on West Second Street. Steve said there is a possibility that a Northampton County Land Preservation Grant may be able to help make some repairs of that house. This grant would be for the inside as well as the outside of the house.

2. Met-Ed Quote Relocate Park transformer \$11,744.63 (less credit for old transformer) - Rich Fox reported that they would take the pole with the transformer, that is in the park, and move it out in the parking lot and then run underground wires. After that it would be work inside the kitchen and the underground wire to the pole.

**On motion** by George Hinton to proceed with approving Met-Ed's proposal to relocate the transformer in the park for \$11,744.63 and seconded by Dave Manzo. Roll call taken. Council agreed unanimously.

4. Male Road Stop Bars – Dave Manzo reported that on three consecutive days, coming down Sullivan Trail there was a tractor trailer pulled out and blocking both lanes going north on Rte 512. This is only going to get worse, they are not waiting for traffic to clear before pulling out and blocking both lanes. This is Plainfield Township and a State road.

5. Rt. 33 Intersection Traffic - Dave Manzo reported that with the JERC Land Development on Male Road that intersection signage should be changed. The current sign is Left, Right or Straight. Dave proposed that the sign is removed and replaced with a Stop Here sign and No Left Turn. Along with the stop bar this might be good because people are still pulling up into the intersection to go left. Dave said that there is one in Nazareth turning onto Rte 248 has a Stop Here on Red sign. Dave provided Council with an example what he saw in Nazareth, Left Turn Stop Here. Jeff Yob suggested making the stop bar wider, but if we make a significant change we have to get PennDOT's approval because traffic will be exiting onto a state road. Jeff asked Brian Pysher if we could regulate the traffic going onto a State Road saying no trucks can make a left hand turn onto Broadway going north. Brian said we would need to do a traffic study and have a legitimate reason. There are tractor trailers that currently make the left turn. He doesn't think that with the traffic that is there now that we would have a legitimate reason to say they cannot use it. George Hinton suggested discussing traffic issues with Plainfield Township and Bushkill Township about getting a bypass road by the light at St. Luke's over to Male Road because with the proposed warehouse and Green Knight Economic Development projects, traffic volume will continue to increase on Male Road and the failing bridge.

## **OLD BUSINESS**

1. Electric Quotes for Park Kitchen Upgrade – Rich Fox reported that two contractors submitted prices for the electrical work in the Park. One bid received from David Albanese contained quotes for 3 different projects, but the quote received from Total Electric was for one of the projects. Jeff said they he would rather have 2 competitive prices on each project.

**On motion** by Jeff Yob to award David Albanese the 200 amp project at the park kitchen for \$2,635.00 and seconded by Mike McNamara. Roll call taken. In favor: M. McNamara, J. Yob, G. Hinton. Opposed: K. Gassler, D. Hess, D. Manzo, J. McGarry. Motion did not carry with a vote of 3-4.

Rich will contact Total Electric for additional quotes.

2. Borough Manager – Dave Hess said 2020 budget time is quickly approaching. Everyone has had the salary for Borough Managers from other Municipalities, we should start thinking about how much to budget for Borough Manager.

## **COMMITTEE REPORTS**

1. EMS – Dave Manzo reported that the Ambulance responded to 12 ALS calls and 30 BLS calls in Northampton County, 2 ALS calls and 11 BLS calls in Monroe County, and 55 non-emergency transports. Response time is 2.13 minutes, calls year to date 857. Dave Hess asked how calls Bushkill missed. George added that the next ambulance meeting is scheduled for this Thursday, so they will get that information.

2. Fire – Mike McNamara reported that the Fire Company responded to 8 calls. George Hinton reported that the carnival was a huge success and one of the most profitable, they also set up two stands at the Plainfield Farmer's Fair, and they just had a coin toss. Bingo is successful and rental of the Social hall is doing well.

3. Regional Police – Dave Hess reported that Police Department responded to a total of 632 calls for service, 165 were for Wind Gap.

Officer Long and Officer Torre conducted the Junior Police Academy from June 24<sup>th</sup> to June 28, 2019. Sergeant Moskella, Detective Donaldson, Officer Young and Officer Daly also assisted. Again this year, officers did an incredible job with the cadets.

4. Emergency Management – Jeff Yob reported that there is a Stake Holders Meeting for the Lehigh Valley Mitigation Plan the on August 15, 2019, he will try to attend.

5. Zoning – Mike McNamara reported that there is a Zoning Hearing Board Meeting scheduled for August 7<sup>th</sup> for 40 S. Broadway regarding parking spaces.

6. Planning – Dave Manzo reported there was a Planning Commission meeting on July 11, 2019 for JERC's proposed warehouse at 550 Male Road where the board discussed traffic and sidewalks issues. Members of the Planning Commission will be meeting with their Traffic Engineer within the next few weeks to walk the site to see what can be done in terms of getting sidewalks in there for pedestrian traffic. Another issue is that when they start paving the road, each developer is responsible from the center line to their property. He asked them to coordinate how they are going to do this so we are not left with half a road paved and the other half not. Brian said that by Ordinance they required to upgrade their half and pave their trench line also. It is in their best interest to coordinate this.

Attorney Karasek prepared all the paper work for Tyrone Klump's West 3<sup>rd</sup> Street project.

7. Municipal Authority – Jeff Yob reported their new computer system has been ordered and new software for their new billing since it was on their old system and is not compatible with Windows 10. They met with JERC at their last meeting and there was discussion previously about where they will run their forced main. It was a mutual decision with their Engineer that it would be better if they used the gravity feed main across into the Green Knight Development and allow it to free flow into that, which will be a brand new pumping system. One thing that

came up that was not addressed was what if Green Knight does not do anything with the development, there was no answer. Once they start down that path, they will be totally dependent on the Green Knight Development. They also mentioned that they are looking for mylars to be filed for Green Knights. They have not seen them at the courthouse so they have done nothing to guarantee service. Brian said we have the plan but there are additional plans that should be recorded. We called Bohler Engineering but have not heard back as of yet. The authority does not do anything until the plans are at the courthouse, no permits are issued until the plans are filled.

8. Streets – Jeff Yob reported that good things are happening, Alpha Road, new lights at the park, Basketball courts. There was a question that came up about an easement off of Broadway, the 100 block that when you go down First Street, towards the strip mall, behind the first house that goes behind the Doctor's office, someone made a complaint about a rock being exposed. As far as he can see looking at the street map, this is not ours, it might be a paper alley.

9. Park/Athletic Fields –

Park – Wind Gap Area Athletic Association – Meeting Update – Dave Manzo reported that the meeting was cancelled. He will call for to see when the next meeting is scheduled.

Dog Park – Nothing to report.

ATC Trail to Town Family Jamboree – August 10<sup>th</sup> 12:00 – 3:00 p.m. Louise reported that we are set to go, everything there will be free. The reptile guy will be there, we ordered an ice cream truck, the Fireman will manning the concession stand and will be donating/selling/giving food away, everything else besides that will be free.

10. Tipping Fees – Kerry Gassler reported that on July 8, 2019, the Borough received a check for \$60,960.06.

11. C.O.G. – Mayor Mogilski had nothing to report.

12. Slate Belt Rising – Louise Firestone reported that at the last meeting in July they appointed a new co-chair. Slate Belt Rising is run with a co-chair and all the representatives from the municipalities including all the banks and several interested citizens of the four Boroughs. The chair seat is a two year seat, and they are offset so there is always a chair that has been there for one year. Nate from Bangor was elected as the new Chair.

Community Garden - Joyce McGarry reported that the garden is doing very good, she picked cucumbers today. Thanks to Rich who waters and tends to the garden.

13 Multi-Municipal Plan – Louise Firestone reported that our next meeting is this Wednesday. Last meeting each municipality had to choose 3 traffic issues within their municipality, and properties we wanted to see redeveloped. The same was done overall throughout the ten municipalities and put on a map where the committee thought there were issues with traffic and redevelopment. Now we are getting into public meeting and gathering more information about our MS4's and reports that we had done in the past.

14. Mayor's Report – Mayor Mogilski had nothing to report.

15. Dave Hess asked Louise for an update on the bank with finances for paying for the municipal garage. Louise reported that she did have a conversation with one of the loan managers at Merchants Bank. They are looking at giving us a mortgage rate of 3.63 or a loan at 3.63. She will be setting up a meeting with him now that we have numbers for the garage and see what kind of payment that would be. She does not know if Council wants her to look at any other financial institutions within this area to get numbers, but be aware that they would probably request all of our banking business. Dave Manzo asked if we wanted to go with a mortgage or a loan and do some of the other projects. Dave Hess said we would have to see what makes the most sense. Louise said that Council also needs to decide when to consider putting Mechanic Street and Water Street up for sale to generate some revenue.

## **ADJOURNMENT**

**On motion** by Kerry Gassler to adjourn the meeting of August 5, 2019. Council agreed unanimously. The meeting of August 5, 2019 adjourned at 8:25 p.m.

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Louise Firestone, Borough Administrator