

**BOROUGH OF WIND GAP
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The Council reorganizational meeting of the Borough of Wind Gap on Monday, January 3, 2022, was called to order at 7:00 p.m. by Mayor Wesley Smith. In attendance were Council members George Hinton, Steve Bender, and Jeff Yob. Also in attendance were Borough Engineer Brian Pysner and Borough Manager Louise Firestone. Absent was Borough Solicitor Ronald Karasek.

Administering the Oath of Office to the Mayor - At this time Magisterial District Judge Schlegel, Sr. administered the Oath of Office to: Wesley J. Smith. The mayor took his seat.

Administering the Oath of Office to Councilmen - At this time Mayor Smith administered the Oath of Office to: Alex Cortezzo III, David Hess, David Manzo, and Patrick Webber. Council took their seats.

Mayor Smith then proceeded with the order of business by seeking nominations for Council President. Council made the following: **On nomination** by Dave Manzo for George Hinton to hold the position of Council President. Vote for: George Hinton: Yea, S. Bender, Yea, G. Hinton, Yea, D. Manzo, Yea: P. Webber. George Hinton was appointed Council President with majority of the Council vote.

The next item of business was Mayor Smith seeking nominations for Council Vice President. Council made the following: **On nomination** by Jeff Yob to nominate Dave Manzo for Vice President. Vote for: Dave Manzo: Yea, G. Hinton, Yea, D. Manzo, Yea, P. Webber, Yea, S. Bender, Yea: J. Yob. Mr. Manzo was appointed Council Vice President with the majority of the Council vote.

The next item of business was Council President, seeking nominations for Council President Pro-Tem. Council made the following: **On nomination** by George Hinton for Dave Hess to hold the position of Council President Pro-Tem. Dave Hess declined the nomination for Council President Pro-Tem. **On nomination** by George Hinton for Steve Bender to hold the position of Council President Pro-Tem. Vote for: Steve Bender: Yea, D. Hess, Yea, G. Hinton, Yea, D. Manzo, Yea, P. Webber, Yea, J. Yob, Yea S. Bender, Yea, A. Cortezzo. Steve Bender was appointed Council President Pro-Tem with the majority of the Council vote.

The next item of business was Council President, seeking nominations for Council Vacancy Board Chair. Council made the following: **On nomination** by Dave Manzo for James Shoemaker to hold the position of Council Vacancy Board Chair. Vote for: James Shoemaker Yea, G. Hinton, Yea, D. Manzo, Yea, P. Webber Yea, J. Yob, Yea, S. Bender, Yea A. Cortezzo, Yea, D. Hess. James Shoemaker was appointed Council Vacancy Board Chair with the majority of the Council vote.

PUBLIC COMMENT

No comments were heard at this time.

APPROVAL OF MINUTES

On motion by Dave Manzo to approve the December 6, 2021 minutes and seconded by George Hinton. Roll call vote taken. In favor: D. Manzo, J. Yob, S. Bender, D. Hess, G. Hinton. Abstained: P. Webber, A. Cortezzo. Motion passed 5-0-2.

APPROVAL OF EXPENSES

On motion by George Hinton to approve the 2021 Final Expenses in the amount of \$34,200.59 and seconded by Dave Manzo. Roll call vote taken. Council agreed unanimously.

On motion by George Hinton to approve the 2022 Initial Expenses in the amount of \$189,595.59 and seconded by Dave Manzo. Roll call vote taken. Council agreed unanimously.

On motion by G. Hinton to approve the Wind Gap Borough Park Trail – CMR Construction Inc. 2021 Invoice in the amount of \$188,905.68 and seconded by Dave Manzo. Roll call vote taken. Council agreed unanimously.

Louise Firestone reported that part of the Park Trail construction expense will be offset by two separate grants that the Borough received: \$25,000 from Community Investment Partnership Program (CIPP) and \$79,303.00 from Livable Landscapes through the County of Northampton Division of Parks and Recreation. The Borough must pay the invoice and submit for reimbursement from the County.

ENGINEER'S REPORT

Brian Pysher reported that he met with Louise Firestone and Rich Fox to discuss some ongoing projects and potential 2022 projects in the Borough.

Lincoln Street has been ongoing for a couple of years. Material was ordered for the project, but it did not arrive until later in the year and at that point it was too late to start construction. The storm sewer boxes and seven hundred (700) feet of lineal pipe that will be installed by Rich and his crew is stored on borough property. We have grant money through the Community Development Block Grant (CDBG) through the County to pay for materials. The intent is to put the project out to bid by advertising in March and awarding the project in April. This will give Rich time to get the storm sewer installed. We are going to advertise for labor, equipment, and paving. There is also the installation of a handicap ramp on Lincoln that will be included in the bid specification.

Funding for a paving and curbing project on Mechanic Street was submitted through a Community Development Block Grant (CDBG), but the County has yet to award the 2021 CDBG funding.

Louise was able to secure some grant money to offset paving the parking lot here at the Municipal Complex for the front lot and the west side of the building in front of the Maintenance Garage. Brian will be contacting the gas company this week to determine what needs to be done to get a gas line up the road in front of property prior to the paving project. If we have to install conduit ahead of it, we will. When we put the project together, we are going to do the front parking lot, the Fire Department parking lot, then the Maintenance Garage parking lot. We have a partial design; kind of a master plan lay out where we are going to extend the front

parking lot, redo the parking on the west side and extend parking spaces at the front of the building to the east driveway. Brian will provide Council with a concept plan for review and maybe at the February meeting have further discussion on when and how to proceed.

A potential project that was discussed was Constitution Avenue in regard to the condition of the road and the storm sewer system. The plan is to have the fieldwork completed so we would know the scope of work and inventory the quantities of storm sewer. The intent would be to inspect all the storm sewer and pull the grates off to see what kind of shape they are in and see if it would require upgrading pipe. After the fieldwork is completed, Brian can put together quantities and a cost estimate as to how much this project would cost.

Alpha Road, Tyler, PA American Water Company, informed the Borough that replacement of the water line on the south side of Alpha Road is scheduled for this summer. Tyler would like to have a meeting to go over the project which includes paving restoration and discuss any issues or concerns.

NEW BUSINESS

1. Approve Advertisement of Borough Meetings for 2022

On motion by Jeff Yob to approve the advertisement of Borough Meetings for 2022 and seconded by Dave Manzo. Roll call vote taken. Council agreed unanimously.

2. Professional and Board Re-Appointments

On motion by Dave Manzo to hold off/delay appointing the Engineer and the Zoning and Building Code Official until the mid-month meeting because of the detailed proposals that were sent in and the time it would take to read those proposals and seconded by Patrick Webber.

Motion amended by Dave Manzo to wait until the mid-month meeting for appointment for the Zoning and Code Official and seconded by Patrick Webber. Roll call taken. In favor D. Hess, G. Hinton, D. Manzo, P Webber, J. Yob, S. Bender. Opposed: A. Cortezzo. Motion carried 6–1.

On motion by Jeff Yob to re-appoint The Karasek Law Offices LLC at \$102.50/hr. as the Borough Solicitor as well as the Borough Planning Solicitor and seconded by Dave Manzo. Roll call vote taken. Motion carried unanimously.

On motion by Jeff Yob to re-appoint Robert L. Collura Civil Engineers & Surveyors as the Borough Engineer at a rate of \$100/hr. (R. Collura) and \$80.00/hr. (B. Pysher) and seconded by Dave Manzo. Roll call vote taken. Motion carried unanimously.

On motion Dave Manzo to re-appoint Ott Consulting as the Alternate Borough Engineer at the rate of \$100.00/hr. for the Principal Engineer and \$95.00/hr. for the Project Engineer and seconded by George Hinton. In favor: P Webber, J. Yob, A. Cortezzo, D. Hess, G. Hinton, D. Manzo. Opposed: S. Bender. Motion carried 6-1.

On motion by Jeff Yob to appoint Acela Architects & Engineers as the Engineer for MS4 at a rate of \$107.16/hr. for Professional Engineer and seconded by Dave Manzo. Roll call vote taken. Motion carried unanimously.

On motion by Jeff Yob to re-appoint Robert L. Collura Civil Engineers & Surveyors as the Borough Sewage Enforcement Officer at a rate of \$100.00/hr. for Principal Engineer and \$80.00/hr. for Project Engineer and seconded by D. Manzo. Roll call vote taken. Motion carried unanimously.

On motion by Jeff Yob to appoint Mario Cozzubbo – Campbell, Rappold & Yurasits as the Borough Auditor at a rate of \$5,150 and seconded by Alex Cortezzo. Roll call vote taken. Motion carried unanimously.

On motion by Alex Cortezzo to re-appoint George Hinton to the Planning Commission for a four-year term and seconded by Dave Manzo. Roll call vote taken. Motion carried unanimously.

On motion by George Hinton to re-appoint Sam Nittle to the Zoning hearing Board for a three-year term and seconded by Dave Manzo. Roll call vote taken. Motion carried

On motion by Dave Manzo to re-appoint Randy Yordy and appoint Michael Laudano to the Wind Gap Municipal Authority for five-year terms and seconded by Jeff Yob. Roll call vote taken. Motion carried unanimously.

3. Council Committees - George Hinton asked Council to notify him of which committees they would be interested in serving on as a liaison, keeping in mind that most meetings are during the evenings. He and Dave Hess will be attending the regional police committee meeting tomorrow evening, they are both on the board. He invited Mayor Smith to attend the meeting as well.

4. Steve Bender is requesting that Council receive a copy of the minutes of the Police Commission Meetings.

ADJOURNMENT

On motion by Dave Manzo to adjourn the meeting of January 3, 2022. Council agreed unanimously.

The meeting of January 3, 2022 adjourned at 7:34 p.m.

Louise Firestone, Borough Manager