

**BOROUGH OF WIND GAP
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The Council meeting of the Borough of Wind Gap on Tuesday February 20, 2018, was called to order at 7:00 p.m. by Council President Alex Cortezzo III, at which time he reminded those present that the meeting was being recorded. In attendance were Councilmen: Dave Hess, Kerry Gassler, David Manzo, Mike McNamara, and Jeff Yob. Also in attendance were Borough Solicitor Ronold Karasek, Borough Engineer Brian Pysker, and Borough Administrator Louise Firestone. Absent was Mayor Mitchell D. Mogilski, Sr. Councilman Dave Valley arrived at the meeting at 7:20 pm.

PUBLIC COMMENT

1. Adrienne Fors, Waste Management, introduced Jim Hecht from Synagro. Mr. Hecht was in attendance to provide Council with an update on the Synagro – Waste Management – Green Knight project. He informed Council that Synagro will be submitting their preliminary SALDO plan at the beginning of the week and turning in all of their State permits to DEP in the middle of March. A Planning Commission Meeting will be scheduled at the end of March in Plainfield Township and will be open to the public at the Wind Gap Middle School. The engineering portion of the proposed project has been completed so there will be write-ups and drawings to assist with any questions. Pennsylvania Department of Environmental Protection will also hold public meetings regarding this project.

2. Pat Sutter came before Council to report that the State passed a law stating that Tax Collectors should have a Deputy Tax Collector if for some reason the Tax Collector is unable to perform their duties. She would like for her daughter Ann Weaver, from Pen Argyl, to be the Deputy Tax Collector.

On motion by Kerry Gassler to appoint Ann Weaver as the Deputy Tax Collector for Wind Gap Borough and seconded by Mike McNamara. Roll call vote taken. In favor: A. Cortezzo, K. Gassler, D. Manzo, M. McNamara, J. Yob. Opposed: D. Hess. Motion carried with a vote of 5-1.

Attorney Karasek questioned Council about the pay rate.

Motion amended by Kerry Gassler that the Deputy Tax Collector would get the same commission as the Tax Collector and seconded by Mike McNamara. Roll call vote taken. In favor: A. Cortezzo, K. Gassler, D. Manzo, M. McNamara, J. Yob. Opposed: D. Hess. Motion carried with a vote of 5-1.

APPROVAL OF MINUTES

On motion by Kerry Gassler to approve the February 5, 2018 minutes and seconded by Dave Manzo. Roll call vote taken. In favor: K. Gassler, D. Manzo, M. McNamara, A. Cortezzo. Abstained: D. Hess, J. Yob. Motion Carried: 4-0-2.

NEW BUSINESS

1. Borough Street Garage – 125 Water Street - Alex Cortezzo reported that there was discussion as to the appraised value of the Borough street garage. Council had previously discussed and approved selling both the garage (125 Water Street) and the old borough building/police station (29 Mechanic Street). In order to begin the process, the Borough needs to build a new street garage at our current location. Brian Pyscher reported that he is in the process of putting an RFP together for an architect. No action taken at this time.

2. E8 3 1-T17A – Authorization allowing Exoneration of Tax (Mobile Home Demolished)- There was a mobile trailer on this property at 19 Indian Trail which was demolished. Attorney Karasek reported that the letter from the County states that the 2014 to 2016 Municipal Real Estate Taxes for the property were turned over to the Tax Claim Unit for collection. The home was demolished effective January 1, 2017 therefore deactivating the parcel. Northampton County is requesting authorization to allow the Exoneration of the tax penalty due to nonexistence of the trailer because the tax is on the trailer not on the land.

On motion by Jeff Yob to allow exoneration of tax for the years of 2014 to 2016 on property E8 3 1-T17A and seconded by Kerry Gassler. Roll call vote taken. Council agreed unanimously

3. Support Letter for Wind Gap Municipal Authority – Roosevelt Street Project

On motion by Kerry Gassler to write a letter of support for the grant application for the Roosevelt Street Sewer Replacement Project and seconded by Jeff Yob. Roll call vote taken. Council agreed unanimously.

4. Street Worker – New Hire – Alex Cortezzo reported that the Borough received 20 applications for the position of Street Worker. Rich Fox will review the applications to see if they meet the standards. Rich will then meet with the Street Committee of Jeff Yob and Kerry Gassler to discuss the applicants and hopefully have a recommendation by next month.

Councilman David Valley arrived at 7:20 p.m.

5. Alex Cortezzo reported that this year is the 125th Anniversary of Wind Gap. Senator Scavello will be at the Park in August promoting PA Outdoors and the Borough will be co-sponsoring the event for the Appalachian Trail. Alex is suggesting that Council plan something two week later, on August 18th, at the Municipal Building, having an open house and celebrating the 125th Anniversary. He would like to put together a committee to come up with ideas for the event. On the committee will be Dave Valley, Mike McNamara, and Alex Cortezzo.

OLD BUSINESS

1. Tar Buggy Purchase – Rich Fox reported that he contacted Seal Master and they said that the price for a tar buggy is \$36,000, but \$50,000 for one with an air compressor. Seal Master suggested that for a Borough our size, it is not cost effective for us to purchase a tar buggy. The cost to rent a tar buggy is \$1,800 a week. Rich stated we did rent one last year and Seal Master still owes us three (3) days due to rain. Rich would like to do the curbs on the streets that were recently paved, Washington, Jefferson, etc. If the curbs are sealed the dirt will not get in there and allow grass and weeds to grow. Since they did Broadway this past year he would like to do something, possibly with the State, to prevent the weeds from growing in the curb line. Jeff suggested that we contact the District Rep to see what we can work out, maybe they can pay for or donate the material.

2. Park board Status – Dave Valley reported that we no longer have a Park Board since another member resigned leaving us with two members. Alex Cortezzo said the Park Board when down from 3 members to 2. Alex would like to suggest that the Park Board becomes a Park Committee which will give relieve to some of the restraints such as the requirement to hold formal meetings, minutes etc. It falls upon Council for approval of expenses at the Park, but would like a committee in place to made recommendation according to the Master Plan.

Attorney Karasek said that the Park Board is based on prior Ordinances. It is really known as the Recreation Board, which was first set up in 1946. If the Park Board is going to be abolished Council would need to do so by ordinance since it was established by an ordinance.

Jeff Yob asked if Council could suspend the Park Board for the rest of this year and if there is resident interest Council could then discuss abolishing the Park Board.

Attorney Karasek said Council could prepare a resolution stating that due to lack of membership Council is going to suspend meeting,

On motion by Jeff Yob to authorize Attorney Karasek to draft a resolution to suspend the operation of the Park Board/Recreation Board until the third member can be found and conduct business as a committee and seconded by Dave Valley. Roll call vote taken.

In favor: J. Yob, A. Cortezzo, K. Gassler D. Manzo, D. Valley. Opposed: M. McNamara, D. Hess. Motion carried with a vote of 5-2.

3. Fire Co. Ordinance – Collection for Services- Attorney Karasek reported that he is currently working on this ordinance. He will specifically focus on reimbursement of expenses to the Fire Company for equipment and materials.

On motion by Jeff Yob to authorize the Borough Solicitor to draft the Fire Company Billing Ordinance and seconded by Mike McNamara. Roll call vote taken. In favor: D. Valley, J. Yob, A. Cortezzo, D. Hess, M. McNamara, D. Manzo. Opposed: K. Gassler. Motion carried with a vote of 6-1.

4. Attorney Karasek reported that he is working on the Ordinance designating E Alley off of Third Street as one way. He will advertise the Ordinance for enactment at the March 5, 2018.

5. Attorney Karasek reported that he received all the information from the Slate Belt Council of Government regarding the UCC Appeals Board and what they adopted. The International Property Maintenance Code was the basis of the Appeals Board as identified in the document signed by the Borough to be used for an appeal. That is not what we are currently looking for, we are looking for an Appeals Board under the Uniform Construction Code (UCC). We can use that Appeals Board, but Attorney Karasek does not believe that the Borough can use the agreement that was signed by all the participating Boroughs. Wind Gap signed the inter-municipal agreement on July 14, 2004, so the Borough would need to go back to the COG and sign a new agreement that lets Wind Gap make sure that the Appeals Board for the International Property Maintenance Code can be used for the Uniform Construction Code Appeals.

6 Brian Pysher reported that he put out the specs for the installation of the heater. He put a call in to find out where we are with the delivery of the generator, has not heard back as of yet. Brian coordinated with Rich on the slab to be constructed. The paper work is at Wind Gap Electric to start the process with them. Hopefully within the next few weeks we can take delivery of the generator and get it installed.

On March 20th the bids are due for the HVAC.

COMMITTEE REPORTS

1. EMS – Dave Manzo reported that in 2017 Wind Gap Ambulance responded to 1,275 calls, Wind Gap responded to 450 911 calls in Wind Gap and 255 in other municipalities. The ambulance corps has responded to 88 calls this year. There is an ambulance meeting scheduled for tomorrow evening.
2. Fire – Mike McNamara had nothing to report as the Fire Company was out on a call last night and did not have their scheduled meeting.
3. Regional Police – Dave Hess reported that in January the Slate Belt Police Department responded to 561 calls, 184 were for Wind Gap. There was a total of 7,161 calls for 2017, 2,258 were for Wind Gap. Wind Gap Chevrolet purchased seven Body Worn Cameras for the department. Digital Ally will be supplying the cameras, software and docking station for the units. The cost is \$5,746.00. The Slate Belt Regional Police Department will be purchasing one additional camera.
4. Emergency Management – Jeff Yob reported that according to a Federal Directive, all Council members should be NIMS 1 and 700 compliant. This is part of our program for FEMA so if there is an incident, elected officials will be able to understand what is happening and why it is happening and who is doing what. The Federal Government requires compliance in order for the Borough to receive reimbursement if a disaster is declared.
5. Zoning – Mike McNamara had nothing to report.
6. Planning – Dave Manzo reported that the last meeting for Planning was about the Zoning Ordinance Amendments. LVPC sent a letter stating that the Borough should make the determination on the ordinance. A Planning Commission Meeting is scheduled for March 15th for Tyrone Klump's Third and Washington Street project.
7. Municipal Authority – Jeff Yob had nothing to report.
8. Streets – Jeff Yob wants to acknowledge the great job that our Street Department did this past weekend. Jeff did not receive any complaints regarding the snow removal. Rich said he would like to work on Fairview Street from Park to Alpha and he would like to get a sealing process started on Lehigh, by the monument and the south side of Utica. He will get with Brian to get a plan started. Rich received several quotes for street sweeping from \$102.00 per hour to \$125.00 and higher. He would like to schedule the sweeping for end of April, beginning of May.
Louise Firestone went over how the Borough receives and utilizes State liquid fuel funds.
9. Park – David Valley had nothing to report
10. Tipping Fees – Kerry Gassler stated that nothing has changed. Kerry will be meeting with Jeff to discuss the agreement and how to allocate the money. He asked Louise for a copy of the Borough's original agreement.
11. C.O.G. – David Valley stated that he had nothing to report and tonight the Mayor is absent.

12. Slate Belt Rising – Dave Valley reported that they went over the budget and the projects planned. We are hoping to get something for Summer Sounds, last year we received \$2000.00. Louise reported that for the Steering Committee, since she was appointed we have to remove Jim Shoemaker, he can sit as a resident but not as an elected official.

On motion by Jeff Yob to remove Jim Shoemaker from the Steering Committee of Slate Belt Rising and seconded by Dave Valley. Roll call taken. Council agreed unanimously.

Alex Cortezzo said that we should send out a letter thanking Jim Shoemaker for serving on the committee.

13. Technology – Louise Firestone reported that the Borough must update our website. A website design company contacted the Borough Office through a conference call. One of the things we want to utilize is an alert system that would give the residents the ability to go on our website, click a button if they want to give us an email or phone number for alerts, snow emergency, garbage pickup etc. She asked Council to forward any other companies that we could contact to get request a proposal. Alex asked to get quotes together for Council to compare.

14. Mayor's Report – Mayor Mogilski was absent.

Executive Session - Council went into Executive Session at 8:13 p.m. to discuss personnel. Council returned at 8:26 pm.

On motion by Kerry Gassler to get historical data from Louise and Debbie from the past three years for medical and wages for the March 2nd meeting and seconded by Jeff Yob. Roll call taken. Council agreed unanimously.

ADJOURNMENT

On motion by Dave Valley to adjourn the meeting of February 20, 2018. Council agreed unanimously. The meeting of February 20, 2019 adjourned at 8:30 p.m.

Louise Firestone – Borough Administrator