

**BOROUGH OF WIND GAP
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WIND GAP, PA 18091
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The Council meeting of the Borough of Wind Gap on Wednesday January 2, 2019, 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: George Hinton, Mike McNamara, and David Manzo. Also in attendance were Mayor Mitchell D. Mogilski Sr., Borough Engineer Brian Pysher, and Borough Administrator Louise Firestone. Absent were Councilmen Dave Hess, Kerry Gassler and Jeff Yob, and Borough Solicitor Ronold Karasek.

PUBLIC COMMENT

No comments were heard at this time.

APPROVAL OF MINUTES

On motion by Mike McNamara to approve the December 18, 2018 minutes and seconded by Dave Manzo. Roll call vote taken. Council agreed unanimously.

APPROVAL OF EXPENSES

On motion by George Hinton to approve the expenses in the amount of \$167,499.26 and seconded by Dave Manzo. Roll call vote taken. In favor: G. Hinton, D. Manzo, M. McNamara. Abstained: A. Cortezzo. Motion passed 3 – 0 – 1.

SOLICITOR'S REPORT

Attorney Karasek was absent from the meeting however, he provided a written copy of his monthly report which was distributed prior to the Council meeting.

MEETINGS ATTENDED:

December 3, 2018 – attendance at regular monthly meeting of Borough Council.

December 18, 2018 – attendance at regular workshop meeting of Borough Council.

SUBDIVISION MATTERS: N/A

LAND DEVELOPMENT MATTERS:

Receipt, Review and Administration of Comprehensive e-mail from Applicant's Planning Professional, K. Scherzberg, Conference with Borough EIT B. Pysher and Comprehensive Responsive e-mail regarding Stormwater Revisions re T. Klump L.D. Plan-Third Street.

Receipt, Review and Administration of Agreement to Extend Time for Official Action re T. Klump L.D. Plan – Third Street.

Receipt, Review and Administration of file and Comprehensive e-mail transmission to Applicant Requesting a Quantity and Cost Estimate for the Land Development Improvements Agreement re Albanese & Grimes Properties, LLC L.D. Plan.

Receipt, Review and Administration of e-mail from Administrative Assistant and Responsive e-mail regarding Extension of Time for Official Action re JERC L.D. Plan.

ZONING AND OTHER LAND USE MATTERS:

Receipt, Review and Administration of Comprehensive e-mail transmission and forwarding transmission to State Representative M. Hahn (with copy to Borough Councilman) attached Extensive Documentation re Wind Gap's Decision to Opt-In to Administer and Enforce the PA Uniform Construction Code.

Responsive e-mail/Correspondence from J. Marchioni, Director of PA Department of Labor & Industry, Confirming Borough's Decision to Opt-in to Administer and Enforce the PA Uniform Construction Code.

Receipt, Review and Administration of Comprehensive e-mail from Borough EIT, Review of Borough Nuisance Ordinance and Preparation of Comprehensive Responsive e-mail (with copy to Borough Administrator) re Neighbor Complaints Concerning Stormwater Discharge.

Preparation of Zoning Amendment Advertising Notices (2), e-mail transmission of said Notices to Express-Times (with Confirming e-mail Response) and Preparation of 1st draft of Enclosure Correspondence to Northampton County Law Library with Subsequent e-mail to Express-Times to Stop Running of Ads re Zoning Ordinance.

DEVELOPMENTS ON OUTSTANDING LITIGATION: N/A

COURT DECISIONS ON BOROUGH CASES: N/A

MISCELLANEOUS:

Receipt, Review and Administration of City of Easton, PA Fireworks Ordinance and e-mail transmission to Borough Council.

Preparation of Final Draft of Advertising Notice re Borough Ordinance No. 500 Real Estate Tax Millage for 2019.

Review of Rile and Telephone Conferences with Northampton county Register of Wills Office re Status of S. Davey Municipal Claim at 61 Lehigh Avenue.

Review of File and e-mail transmission to Slate Belt Regional Police Department Solicitor (S. Goudsouzian, Esquire) with copy to Pen Argyl Borough Solicitor (P. Layman, Esquire) and Plainfield Township Solicitor (D. Backenstoe, Esquire) enclosing Borough Ordinance No. 499 Revision to cost Assessment Formula for 2019-Slate Belt Regional Police Department.

Preparation of Monthly Solicitor's Report.

Outstanding Items:

Stop Sign Ordinance

Dog Park Ordinance

ENGINEER'S REPORT

Brian Pysher reported that he will be working on the specifications for the Alpha Road project and hopes to advertise this spring.

He has to get in touch with Northeast Signal due to issues with the traffic signal loops at the intersection of South Broadway and Male Road. The ARLE Grant traffic signal synchronization project should be completed shortly.

Brian spoke with TDP regarding the intersection with the left turn signal. The reason they put the arrows on the light coming out of the driveway or the bar is because the lights are not intended to be synchronized. Brian stated that it was assumed that when westbound had the green arrow, the eastbound had a green arrow, but it is not set up that way. The reason why they want to do that is when someone is coming out of the driveway they know that they have the right of way and they do not have to wait to cross traffic. He did speak with the engineer from TPD regarding the report to gain a knowledge of why TPD was not recommending a turning arrow at that intersection. Brian will be contacting Chief Mettin to go over crash reports to determine if more accidents occurred at the intersection, but just were not reported to PennDOT.

Alex Cortezzo reported that at the last meeting, Mr. Weeast spoke about the alley between Broadway and Water Street. He knows that Center Street is a PennDOT road, but the inlet to the alley has been paved over several times, he would like Brian to get numbers together for what it would be to replace just the alley inlet itself, replacing the curb line to put an apron across the alley. Brian will put a cost estimate together for Council's February meeting.

NEW BUSINESS

1. Approve 2019 Meeting Schedules for Advertisement

On motion by George Hinton to approve the advertisement of Borough Meetings for 2019 with the revision to move the Meeting of Tuesday May 21 to Wednesday May 22, due to Election Day and seconded by Dave Manzo. Roll call vote taken. Council agreed unanimously.

2. Approve Life Insurance ACH Payment – (Check surcharge is \$20/month) – Louise reported the Borough has Morgan Administrators for the life insurance for the Borough workers and now they want an ACH payment for the monthly invoice. The Borough has the option to continue to send a check as payment, but there will be a surcharge of \$20.00 a month.

On motion by George Hinton to and seconded by Mike McNamara. Roll call vote taken. Council agreed unanimously.

3. Wind Gap Park Athletic Field – Dave Manzo reported that he has been doing some work on trying to look for funding for the athletic field. As he gathers information, he will provide it to the other two members of the committee. He did take pictures of the field that Nestle Water created for the YMCA, it is not a fancy field but money was given from Nestle. He hopes to have more information for the next meeting.

4. Municipal Building – Garage Door Repair – Alex Cortezzo reported that there was an incident yesterday on the ambulance side of the garage with the first bay door having broken panels. He would like to get approval to get repairs.

On motion by George Hinton to have the first bay on the Ambulance side repaired, not to exceed \$3,000, and seconded by Mike McNamara. Roll call vote taken. Council agreed unanimously.

5. 2019 Reappointments –

On motion by Mike McNamara to re-appoint The Karasek Law Offices LLC at \$100/hr as the Borough Solicitor and seconded by George Hinton. Roll call vote taken. Motion carried unanimously.

On motion by George Hinton to re-appoint The Karasek Law Offices LLC at \$100/hr as Borough Planning Solicitor and seconded by Mike McNamara. Roll call vote taken. Motion carried unanimously.

On motion by Dave Manzo to re-appoint The Molnar Law Office as the Borough Planning Solicitor at the rate of \$65/hr, no second. Motion did not pass. This will be revisited at the next meeting when we have more information.

On motion by George Hinton to re-appoint Robert Collura as the Borough Engineer at a rate of \$85/hr (R. Collura) and \$75.00/hr (B. Pysher) and seconded by Mike McNamara. Roll call vote taken. Motion carried unanimously.

Reappointment of Alternate Borough Engineer, this will be tabled until the next meeting.

On motion by Mike McNamara to re-appoint Robert Collura as the Borough Sewage Enforcement Officer at a rate of \$85.00/hr and seconded by Mike McNamara. Roll call vote taken. Motion carried unanimously.

On motion by George Hinton to re-appoint France, Anderson, Basile and Company as the Borough Auditor at a rate of Not-to-Exceed \$4,500 and seconded by Mike McNamara. Roll call vote taken. Motion carried unanimously.

Alex Cortezzo asked Louise if she could get a quote to do audits such as the Tax Collector, Fire Company, and Ambulance.

On motion by George Hinton to appoint Sam Nittle to the Zoning hearing Board for a three year term and seconded by Mike McNamara. Roll call vote taken. Motion carried unanimously.

On motion by Mike McNamara to appoint Marguerite Mullin to the Zoning hearing Board for a three year term and seconded by George Hinton. Roll call vote taken. Motion carried unanimously.

On motion by George Hinton to appoint Linda Paynter to the Planning Commission for a four year term and seconded by Mike McNamara. Roll call vote taken. Motion carried unanimously.

On motion by Dave Manzo to appoint Allen Schafer to the Wind Gap Municipal Authority for a five year term and seconded by Mike McNamara. Roll call vote taken. Motion carried unanimously.

On motion by Mike McNamara to appoint Robert Cornman Jr. to the Wind Gap Municipal Authority for a five year term and seconded by Dave Manzo. Roll call vote taken. Motion carried unanimously.

On motion by Mike McNamara to appoint Keller Zoning & Inspection Services as Zoning Officer and seconded by George Hinton. Roll call vote taken. Motion carried unanimously.

On motion by George Hinton to re-appoint Robert Collura as the Alternate Zoning Officer at the rate of \$75.00/hr and seconded Mike McNamara. Roll call vote taken. Motion carried unanimously.

On motion by George Hinton to appoint Keller Zoning & Inspection Services to Administer the UCC and seconded by Mike McNamara. Roll call vote taken. Motion carried unanimously.

OLD BUSINESS

1. Cost Estimates – Dump truck – Louise Firestone will look into leasing options.
2. George Hinton reported that a meeting was held with Brian Pysher, Kerry Gassler, Rich Fox and George to discuss Male Road and the bridge. Brian added that the Borough will be submitting an application for Lehigh Valley's Planning Grant that is due on January 25, 2019. Brian did contact PennDOT's archive office, but since this is not a state road the archive office is not authorized to provide any information regarding the road. Jeff Roback, Wind Gap's Municipal Service Representative, will look for any information regarding Male Road.

ADJOURNMENT

On motion by Mike McNamara to adjourn the meeting of January 2, 2019. Council agreed unanimously. The meeting of January 2, 2019 adjourned at 7:31 p.m.

Louise Firestone, Borough Administrator