

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

EXECUTIVE SESSION – Personnel

Council convened at 6:30 p.m. in Executive Session to discuss personnel. This matter will be discussed under New Business this evening.

The Council meeting of the Borough of Wind Gap on March 5, 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: Kerry Gassler, Dave Hess, David Manzo, Mike McNamara, and David Valley. Also in attendance were Mayor Mitchell D. Mogilski Sr., Borough Solicitor Ronold Karasek, and Borough Administrator Louise Firestone. Absent were Councilman Jeff Yob and Borough Engineer Brian Pysher.

PUBLIC COMMENT

1. Community Outreach of Slate Belt – Penny Conway came before Council with information on addiction. She said that if we do not start to do something we will end up losing another generation to drugs. The Northampton County of Drugs and Alcohol has a community outreach just for the Slate Belt that can get addicts into treatment. Penny felt it was important that people know what the Northampton County of Drug and Alcohol can do for the addicts and their families. Jordan Scott, Certified Recovery Specialist for Lehigh Valley Drug and Alcohol Unit and is also the Outreach Coordinator for Northampton County Drug and Alcohol. They received a grant in January targeted to assist the addiction population. It is a long process to get into treatment and they are trying to help others and to let them know what is available. They are looking to open a center in Northampton County.

APPROVAL OF MINUTES

On motion by Kerry Gassler to approve the February 20, 2018 minutes and seconded by Mike McNamara. Roll call vote taken. Council agreed unanimously.

APPROVAL OF EXPENSES

On motion by Kerry Gassler to approve the expenses in the amount of \$19,908.27 and seconded by Dave Valley. Roll call vote taken. Council agreed unanimously.

On motion by Kerry Gassler to approve payment to Crafted Landscapes for the amount of \$6,885.00 out of the Gibraltar Escrow Account for the trees on First Street and seconded by Mike McNamara. Roll call vote taken. Council agreed unanimously.

SOLICITOR'S REPORT

Attorney Karasek informed Council that he will submit his report once completed. He reported that he spent time preparing the Intergovernmental Agreement between Wind Gap and the Slate Belt COG to use their International Property Maintenance Code Appeals Board as the

Borough's UCC Appeals Board. He also prepared the Ordinance to adopt that Inter-municipal Agreement and forwarded it to the Slate Belt COG for review.

Attorney Karasek also completed all the necessary paperwork related to the Barto Alley ordinance. He advised that all outstanding legal and engineering bills are covered by the escrow funds before completion.

Attorney Karasek prepared the ordinance and advertisement to enact redefining E Alley as one way north.

Attorney Karasek did some additional legal research regarding the Deputy Tax Collector.

Attorney Karasek did research and looked on the County website regarding information for the McGowan's inquiry on the Alley behind 410 and 425 W. Center Street.

He also responded to Deb's request regarding the Road Opening Permit for Sprint.

Attorney Karasek also prepared a resolution to have the Park Borough Board operate as a Park Committee. This would state that the Park Board is temporarily suspended.

Dave Hess had questions regarding the Deputy Tax Collector and being bonded.

On motion by Dave Manzo to rescind the February 20th motion until further information can be gathered and reviewed which includes submitting the bonding application papers from the potential Deputy Tax Collector and revisit when the information from the insurance is received and seconded by Dave Valley. Roll call vote taken. In favor: D, Manzo, M. McNamara, D. Valley, A. Cortezzo, D. Hess. Opposed: K. Gassler. Motion passed: 5-1.

ENGINEER'S REPORT

Borough Engineer, Brian Pysher is absent. Alex Cortezzo reported that he received an e-mail, a RFP proposal for an Architectural Firm. Attorney Karasek will contact Brian regarding his notes for the RFP.

NEW BUSINESS:

1. E Alley – Enactment One Way Ordinance No. 497 – Attorney Karasek reported the Ordinance had been prepared based upon the Engineering Traffic Study that Brian gave to him. It states that motor vehicle traffic is restricted to one way travel in the north bound direction from East Third Street to East Fourth Street. Brian Pysher determined that the intersection of E Alley and East Third Street has restricted site distance for motor vehicles driving south on the alley entering East Third Street because of vehicles parked on the north side on East Third Street. The ordinance was prepared and advertised in the February 24, 2018 edition of the newspaper and is ready to be adopted.

On motion by Kerry Gassler to adopt Ordinance 497 establishing a one way designation for motor vehicles traveling on E Alley and seconded by Dave Valley. Roll call vote taken. Motion carried unanimously.

2. UCC Board of Appeals Intermunicipal Agreement/Opt-In Updates – Attorney Karasek reported that the Ordinance has been prepared and sent to the Slate Belt COG for them to review. If they agreement is approved by the COG, the Ordinance and Agreement can be advertised for an upcoming meeting.

3. SBRPD – Letter of Support Grant-Automated License Plate Readers – Dave Hess reported that Chief Mettin is applying for another grant in conjunction with Bushkill Township to purchase License Plate Readers. He is asking for a letter of support from the Slate Belt Regional Police Department municipalities.

On motion by Dave Hess for a letter of support for the Slate Belt Regional Police Department for a grant for Automated License Plate Readers and seconded by Dave Valley. Roll call vote taken. Council agreed unanimously.

4. Resolution – Regional Intelligence & Investigative Center – Alex Cortezzo reported that Chief Mettin forwarded a letter from Peter Malan and Easton Council requesting a letter of support for a passage of resolution. The resolution is in support of the Regional Intelligence & Investigative Center, requesting Northampton County to contribute \$500,000 annually to maintain this resource. Joint effort with Lehigh County and Northampton County allows all law enforcement agencies to gather information from state and local databases to aid in solving criminal cases. They are requesting Municipalities to adopt a resolution.

On motion by Dave Manzo to authorize Attorney Karasek to prepare a Resolution of Support for Northampton County to contribute \$500,000 annually to the RIIC and seconded by Dave Valley. Roll call vote taken. Council agreed unanimously.

5. RFP – Architectural Services – Attorney Karasek reported that he received a copy of the RFP and he will meet with Brian Pysher to review his comments.

6. Prolific Landscape, Inc. Proposal - Alex Cortezzo reported that they received a proposal from Prolific regarding the spring cleanup at the park. Dave Valley added the Borough has utilized Prolific the past two years and they do a great job. We also received a maintenance proposal from Prolific.

On motion by Dave Valley to accept Estimate 772 in the amount of \$3,910.00 for Prolific Landscape, Inc. to do the spring cleanup at the park land seconded by Kerry Gassler. Roll call vote taken. Motion carried unanimously.

7. Personnel –

On motion by Kerry Gassler to give Louise Firestone and Debbie Harbison a 3 % increase in pay and Louise's \$8280 be updated to \$11,724.60, retro-active to January 1, 2018 and seconded by Dave Manzo. Roll call vote taken. Motion carried unanimously.

OLD BUSINESS:

1. Fire Co. Ordinance – Collection for Services – Alex Cortezzo reported that he received an email from Attorney Karasek regarding numbers from another Municipality for what their fire department charges for services and equipment. Attorney Karasek requested that Council look over the number and inform him of any changes. We would make the motion and the Fire Company would handle the billing. He needs to know if the exhibit is good and what changes are to be made. A copy will be provided to the Fire Chief and Fire Company President regarding changes. Alex said this will be tabled until further discussion with the Fire Company.

2. Kerry Gassler asked if there was anywhere our resident could go to as a warming station. Dave Manzo said the school opened for residents.

Dave Hess said he received numerous calls from Northampton County Emergency Management asking for an update and if we had any unmet needs. We need to contact them and update our information because he is no longer the person they need to contact.

Dave Manzo said there was two warming station but they were not advertised.

ADJOURNMENT

On motion by Dave Valley to adjourn the meeting of March 5, 2018. Council agreed unanimously. The meeting of March 5, 2018 adjourned at 7:55 p.m.

Louise Firestone – Borough Administrator