

**BOROUGH OF WIND GAP**  
**545 East West Street**  
**WIND GAP, PA 18091**  
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The Council meeting of the Borough of Wind Gap on Tuesday, May 17, 2016 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 Councilmen: David Valley, Alex Cortezzo III, Tony Curcio, and Jeff Yob. Also in attendance were Mayor James Shoemaker, Borough Solicitor Ronold J. Karasek, and Borough Administrator Louise Firestone. Absent were Councilmen Jon Faust and Kerry Gassler.

**PUBLIC COMMENT**

1. Randy George approached Council regarding the sale of beer and clams at the Fire Company Carnival. Dave said this was presented by George Hinton at a previous Council meeting and Council asked him to go to the Park Board as a courtesy. He said Council did not have a problem but requested a copy of the liquor liability insurance. Randy said at their business meeting they were told that the Park Board wanted to make sure they had the license, insurance, and approval from Council.

**On motion** by Tony Curcio to approve and allow the Fire Company to have a beer tent at the carnival on June 16<sup>th</sup>, 17<sup>th</sup>, and 18<sup>th</sup>, with the condition that they have their liquor license and insurance and seconded by Dave Valley. Roll call taken. Council agreed unanimously.

2. Gail Steimetz approached Council questioning if the Borough was moving ahead with changing the Ordinance to allow a 6 foot fence. Dave Hess stated that a Fence Committee is working together regarding changing the Ordinance.

Gail questioned if we are paying for an Animal Control Officer. Dave informed her that we currently do not have one, this is being handled through the COG and they have not hired one as of yet. Dave said if there are animal issues she can call the Police.

Gail said that there were three ordained No Parking signs in her alley, yet people park there. Dave said she can call the Police if she sees a car parked there. Gail said she does not want the Police there. Dave said they are the only ones that can write tickets. Gail said that when they had the signs ordained there were three signs and now there are only two, one is missing. Jeff Yob asked the Street Department to review the Ordinance to see the location of the sign and make sure of the location.

Gail asked if there was a burn ban and if so, how would you know when it is in effect. Dave Hess said that the burn ban is always on and that there is no burning allowed within the Borough. Gail said that one of her neighbors keeps burning. Dave informed her to call the State Belt Police Department.

3. Kevin Black, Softball Coordinator for Wind Gap spoke to Council on behalf of the Athletic Association, approached Council regarding the traffic problems at the intersection of Fifth Street and Lehigh Avenue. He said they have games there almost every night of the week. Kevin stated that on any given night the majority of cars that come through do not stop at the stop sign. He said they speed and do not pay attention. Kevin said he spoke with Chief Mettin who is allowing him to put two 42 inch high orange cones on the yellow lines on Lehigh at the start of the game and remove them at the end of the game. Kevin is concerned that one the children

might get hit by a car while crossing the street. Kevin said he understands that a Police Office cannot stay and patrol that area whenever there are games. Kevin said the problem is strictly on Lehigh Avenue going both directions. He questioned if they could have speed bumps put in, lines in the road or even the ability to close off the street during times when games are in progress. Dave asked Attorney Karasek if we could, while they have ball games, temporarily close Lehigh Avenue and remove the barricade when the game is over. Attorney Karasek said we would have to determine whether or not the regulations permit that and Brian would have to answer that. Dave said he will look into what we can do and we will check with Chief Mettin.

Mr. Rich Marshall added to Mr. Black's comments by saying that his daughter went to cross the street and almost got hit by a car. He said maybe we can donate extra cones and put them down the center of the street. Dave said they can put out extra cones and anything temporary they can do is fine. He said Council will look into what they can do to help this situation.

## **APPROVAL OF MINUTES**

**On motion** by Tony Curcio to approve the minutes of the May 2, 2016 Council meeting and seconded by Alex Cortezzo. Roll call taken. Council agreed unanimously.

## **NEW BUSINESS**

1. Assembly Room – Television Not-to-Exceed Price

**On motion** by Alex Cortezzo to approve the purchase of a television for the Assembly Room wall, part of our computer program, and not to exceed \$2,000.00 and seconded by Tony Curcio. Roll call taken. Council agreed unanimously.

2. Flag Pole Location

Dave said the Borough needs to install a flag pole in the front of the new Municipal Building. He asked Council for suggestions for a location in the front of the building. The original plan was to install four (4) poles, American, State, Fire, and Ambulance flags. Dave said the location and the amount of flags we want up will be discussed at the next meeting.

3. Landscaping Bid for the Park Board

Dave received a landscaping bid from the Park Board to have the islands mulched, debris cleaned up, landscaping pruned and trimmed back, and to have some stone work done. Dave said they solicited three bids but only Prolific Landscaping submitted a bid of \$4,230.00 and the Park Board is asking Council to approve this expense.

**On motion** by Dave Valley to approve the bid submitted by Prolific Landscaping for work in Wind Gap Park as stated on their bid in the amount of \$4,230 and seconded by Alex Cortezzo. Roll call taken. Council agreed unanimously.

## **OLD BUSINESS**

1. Fire Siren – Purchase Replacement/Location

Dave Hess reported that the fire siren has been removed from the roof of the Wells Fargo Bank. He was informed that the owners do not want it back on their building. He said Council has to decide if they want to keep this one or get a new one and where is it going to go. Dave said we are not required to have a siren. Brian Cole asked if it was set up for disaster. Dave said it has an emergency management siren on it. Jeff said we should retain possession of it and check with the Fire Department to see what they want to do.

2. North Lehigh Avenue

Attorney Karasek said the closing for Lehigh Avenue was scheduled to close on or before May 12. He said due to the decision by the Zoning Hearing Board, the applicant is concerned that if he closes before the appeal period expires we could have an issue with respect to the appeal. Attorney Karasek said they are requesting that this matter be extended out. He said due to vacations he would recommend to extend closing date for another 60 days, on or before July 15, 2016.

**On motion** by Tony Curcio to approve to extend the closing date for Albanese and Grimes to July 15, 2016 and seconded by Dave Valley. Roll call taken. Council agreed unanimously.

3. Boy Scouts of America – Trail to Town Jamboree

Sharon Davis, Slate Belt Community Partnership, came before Council with updates on the July 9<sup>th</sup> event, Trail to Town Jamboree. She said they were informed that they need insurance to cover this event and the Boy Scout Council will provide a copy of their insurance to the Borough. Sharon said she is trying to draw attention to local business and inviting them to come and promote their businesses. She said she has bands and local residents come and perform in the band shell. Sharon said regarding parking, they are in contact with the Wind Gap Middle School to confirm parking for vendors and visitors. She said she is looking for someone who is willing to run a shuttle van from the parking lot to the park and to also take visitors up the trail. Sharon said Scouts will set up on Friday, July 8<sup>th</sup>, and camp at the park that evening. The main event is on Saturday, July 9<sup>th</sup>, and the Scouts will be camping out. Sharon said that the Scouts will clean the park on Sunday prior to leaving. Sharon said that Wind Gap Chevrolet has agreed to become a sponsor and they would like to park two cars at the park. Dave Valley said that would not be a problem. Sharon said she would like to know when the Scouts can camp out. Deb said that in the past Jon Faust informed them where the best place would be to camp out. Sharon said she will contact Jon and she will keep us updated.

Sharon said she went to the businesses regarding the façade grant. She said the Gap Theatre is going through the process to restore the neon on the marquee.

Sharon said she had a flyer put together for hikers. She said Café on Broadway has been transporting hikers from her business to the trail, Giant, and K-Mart.

## COMMITTEE REPORTS

1. EMS – Alex Cortezzo III said he has nothing to report but he invited Brian Cole, of Wind Gap Ambulance, to speak on their behalf. Brian Cole said that year to date their call volume was 346 calls and the month of April 87 calls and station was out of service only 23 hours. He said their presumed outlook for call volume for this year is 920 calls. Brian said that renewals for membership are doing well, the drive is still running and they are currently above average on income for memberships. He said they appreciate all the support from Council. Alex asked if the Corps is on more stable ground financially. Brian said they are above budget. He said there is a meeting tomorrow evening and Alex is invited to attend.

2. Fire Company – Jon Faust was absent.

3. Regional Police – The Mayor reported that the Slate Belt Regional Police Department responded to 610 calls for the month of April, 207 were for Wind Gap.

4. Emergency Management – Jeff Yob asked Louise if the Borough filed for the snow incident. Louise will be attending a FEMA meeting next Tuesday to submit all the necessary paperwork for Winter Storm Jonas reimbursement. Jeff gave a copy of the Aircraft Accident Notification for the Gypsy Moth Sprayer Protocol to the Wind Gap Ambulance Corps.

5. Zoning – Tony Curcio had nothing to report.

Read from Brian Pysher's Written Report:

"The AutoZone land development project needs their Planning Module Exemption Mailer approved and signed by Borough Council. A copy of the Mailer has been attached to this report. The Borough is required to confirm, via signature, that the Municipal Sewer Authority has sufficient capacity and that no overload exists or is projected within 5 years. Along with the Exemption Mailer, I have attached the letter received by AutoZone, from the Wind Gap Municipal Sewer Authority, stating that the sewage treatment plant and conveyance lines have sufficient capacity for the proposed project and the added flow will not cause an overload now or for a five (5) year projected period. Please authorize Council President Hess, via motion if necessary, to sign the Exemption Mailer so it can be forwarded to DEP for their review and approval.

I have also forwarded Penn DOT documentation regarding the authorization of the proposed improvements located in Penn DOT's right-of-way in conjunction with the AutoZone project.

Penn DOT requires the Borough to sign the application for the proposed improvements. There is also a resolution required that I have forwarded to Attorney Karasek. I would recommend authorizing the PennDOT applications and passing the resolution based on comments and approval from Attorney Karasek".

Deb said there is a Zoning Meeting scheduled for June 16, 2016 for Chad Weeast of 3 Water Street.

6. Planning – Alex Cortezzo III reported that there was a Planning meeting on May 12, 2016 regarding Albanese and Grimes. He said there were waivers that were recommended for their project. They will be back for the next meeting of June 2<sup>nd</sup> regarding more waivers. Attorney Karasek stated that the project has two aspects, the sub-division of the land which is different than the sub-division that the Borough had developed. He said they are sub-dividing into six lots and that land development for the buildings that will be built upon them. Alex said as far as he understood, they are going ahead and as far as the Borough parking lot, they are not going to do anything. He said it will be passed to the Borough undeveloped. Alex said there were several waivers that were eliminated from discussion.

7. Municipal Authority – Jeff Yob said he was unable to attend the last meeting. He asked if everyone received the correspondence from the Sewer Authority regarding the development on Jacobsburg Road. He said it looks like this project is moving forward and it will eventually cause Council to take action because Act 537 plan will have to be amended. Jeff said he put an email out to Mr. Hahn to see if there is any activity on the Fairchild project. Attorney Karasek said issue is still unresolved.

8. Streets – Jon Faust was absent

Read from Brian Pysher's Written Report:

Prevailing Wage rates have been requested from the PA Department of Labor and Industry. We will be preparing the public advertisement for circulation in the newspaper later this week. The specs for Washington Street paving project should be completed by the end of this week or early next week. The project will be awarded at the June 21st Workshop Meeting.

Jeff asked Council if they want to approve the advertisement in advance so this can be done and not have to wait for the next meeting.

**On motion** by Jeff Yob to allow Brian to advertise once he receives the appropriate information from PennDOT regarding the Washington Street project and seconded by Dave Valley. Roll call taken. Council agreed unanimously.

Jeff Yob asked Council if they would have any objection if he asked Rich to purchase 4 to 6 signs directing the public to the new Municipal Building. He said we could put some on Alpha Road and the intersection coming towards East West Street. Council said they do not have a problem with this purchase.

9. Parks – Dave Hess reported that at the last Park Board Meeting the Park Board toured the Park. Dave said that there are some things that need to be painted and cleaned. He said the problem is time. The Borough has 2 full time employees and one part time employee who are responsible for the entire town including the park. He said things that need immediate attention or are safety issues should be taken care of immediately, otherwise projects need to be scheduled. Jeff said that Rich is committed to streets and grass cutting. Jeff suggested that a proposal be sent out to see what it would cost to have vendors do some of the painting of the buildings and benches. He said that when the Master Plan is completed it will give the Park Board and Council more direction for the future, but we still have to provide maintenance on what is already in the Park. Mayor Shoemaker suggested that the Scouts might be looking for projects to do. Jeff said his hope is that there is a professional that can complete the project in timely fashion.

Louise reported that a Park Master Plan Steering Committee Meeting is scheduled for June 1<sup>st</sup>, and they are scheduling a Public Meeting on June 13, 2016 beginning at 7:00 p.m.

10. Tipping Fees - Tony Curcio said there was no changes from the last report. The total received this year for the 4<sup>th</sup> quarter 2015 and the 1<sup>st</sup> quarter of 2016 is \$137,547.87.

11. COG – The Mayor reported the next COG meets on May 25<sup>th</sup> at 7:00 pm at the COG office. He said they are still working to interview for an Animal Control Officer and still seeking bids for salt for next year.

12. Slate Belt Community Partnership – Mayor Shoemaker reported that Sharon Davis gave us an update earlier in the meeting.

13. Technology – Dave Hess stated that Council already approved the purchase of the television, the laptops are ordered by not here yet. He said the laptops and television will complete phase one of this project.

## **EXECUTIVE SESSION**

Council adjourned to Executive Session at 8:19 p.m. to discuss Attorney Client Matters that are privileged. Council reconvened at 8:29 p.m.

**On motion** by Tony Curcio to take the Wind Gap Firehouse property off the market, but to relist the property without prejudice if Council should so desire and seconded by Tony Curcio. Roll call vote. Motion carried unanimously.

On motion by Alex Cortezzo III to contact local auctioneers to check the feasibility of auctioning off the old Borough Building located at 29 Mechanic Street, Wind Gap and seconded by Tony Curcio. Roll call vote taken. Motion carried unanimously.

**On motion** by Tony Curcio to adjourn the meeting of May 17, 2016. Council agreed unanimously.

The meeting of May 17, 2016 adjourned at 8:31 p.m.

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Louise Firestone - Borough Administrator