

**BOROUGH OF WIND GAP  
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The Council meeting of the Borough of Wind Gap on Tuesday, November 22, 2016, was called to order at 7:05 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 Shoemaker, Borough Engineer Brian Pysker and Borough Administrator Louise Firestone. Absent was Councilmen Jon Faust and Kerry Gassler.

**PUBLIC COMMENT**

**1. Multi-Municipal Comprehensive Plan** – Scott Parsons, Director, Slate Belt Council of Governments. Scott informed Council that he has been working on a Regional Comprehensive Plan to include the communities in the Slate Belt Council of Government. Comprehensive planning is a process that determines community goals and aspirations in terms of community development. The outcome of comprehensive planning is the Comprehensive Plan which dictates public policy in terms of transportation, utilities, land use, recreation, agriculture, education and housing. Scott informed Council that the total cost of the Plan would be \$230,000, but after contributions/grants from Lehigh Valley Planning Commission, DCED and Northampton County, the municipalities would be required to contribute the remaining \$62,500. If all ten (10) communities participate and based on the 2010 Census, Wind Gap would be required to contribute \$4,733.66 which would be payable over a two year period. Scott asked Council for a verbal commitment of their participation now and he would need a written commitment in April or May of 2017. Council expressed their interest.

**APPROVAL OF MINUTES**

**On motion** by Tony Curcio to approve the minutes of November 7, 2016 and seconded by Dave Valley. Roll call vote taken. Council agreed unanimously.

**NEW BUSINESS**

**1. 29 Mechanic Street Auction Sale Action/Subdivision of Property** – Dave Hess reported that he attended the auction that was held on Saturday, November 19<sup>th</sup>. He said there was one bidder, the same people that submitted an offer. During the auction it was determined that the old police garage is actually not on the same parcel as the old building, but on the parcel with the Street Department garage. The potential buyer is interested in 29 Mechanic Street only if the two car garage is included in the sale. Dave said if Council agrees then the Street Department garage property would have to be subdivided from the two car garage. He added that the buyer said they are still willing to pay all the auctioneer costs. The Borough currently does not use the two garage for any storage of equipment. Brian Pysker went over the setbacks for the proposed subdivision. Jeff Yob said he would like to see what the proposed subdivision would have to be, he would like to see an overlay. Council discussed possible options including an easement to access the west side of the property. Brian said we would have to survey the maintenance garage, we already have the 2006 survey for 29 Mechanic Street and then he could plot it to see if it meets the Zoning requirements. The buyers said that regarding an easement, it would not be an issue. Brian said this would be a

subdivision of the maintenance garage, and a consolidation deed for the part that is being subdivided off. Brian said he would need approximately 90 day to complete the process.

**On motion** by Alex Cortezzo to table the offer of the purchase of 29 Mechanic Street pending the review of the subdivision with the agreement of the buyer and seconded by Jeff Yob. Roll call vote taken. Council agreed unanimously.

**2. Resolution 2016-10 ARLE Gant Request for Extension/Signature Approval** – Paperwork has already been completed and tentatively submitted requesting an extension of time for the ARLE Grant which expired in October, but a resolution has to be adopted by Council allowing the Council President to sign the necessary paperwork.

**On motion** by Jeff Yob to approve and sign the extension for the Automated Red Light Enforcement (ARLE) Grant and seconded by Dave Valley. Roll call vote taken. Council agreed unanimously.

## **OLD BUSINESS**

**1. 2017 Budget** – Council was provided the proposed 2017 Budget in October. Louise Firestone presented the 2017 budget to Council. Council discussed the budget which originally had a deficit of \$170,889.50. Council could choose to raise taxes to cover the entire deficit, raise taxes to cover a portion of the deficit or take money out of savings to cover the deficit. Raising taxes a half mill would generate approximately \$28,445 in additional revenue.

**On motion** by Jeff Yob to approve the 2017 Budget with a ½ mill tax increase and a new millage rate of 12.75 and seconded by Dave Valley. Roll call vote taken. Council agreed unanimously

**2. Park Master Plan** – Jeff asked if we will be able to vote on the Park Master Plan in December. Louise replied that the Park Master Plan consultant anticipates that Council will be able to act on the Plan. She said that DCNR has to complete their review of the Plan.

## **COMMITTEE REPORTS**

1. EMS – Alex Cortezzo had nothing to report.

2. Fire Co. – Jon Faust was absent. There was nothing to report.

3. Regional Police – Mayor Shoemaker said there were a total of 575 service calls for the month of October. He said 160 were for Wind Gap, 190 for Pen Argyl, and 223 for Plainfield Township. Mayor Shoemaker said Officers attended Hope UCC Local Hero Service and were presented with a certificate from the Church. He said an update from the State of PA Association of Boroughs, PA Senate passed Bill 535 that will allow local police departments to use municipal radar/ lidar. It states that Municipalities must pass an ordinance allowing the use of radar/lidar and they must post signs indicating their use. The equipment must be tested annually and approved by the National Highway and Traffic Safety Administration.

4. Emergency Management – Jeff Yob had nothing to report.

5. Zoning – Tony Curcio had nothing to report.

6. Planning – Dave Hess reported that he attended the last meeting regarding the Green Knight Economic Development Corporation land development plan off of Male Road. They are requesting a 90 day extension from the December 27<sup>th</sup> deadline for their plan. There are some questions regarding stormwater and the layouts, and the developer will have to request some waivers. The Planning Commission meeting scheduled for December was cancelled. Brian reported that he informed the GKEDC to immediately contact the Sewer Authority to avoid any issues that might come up regarding sewer capacity and installation/hook-up. The GKEDC plan is just to improve lots, but they currently have no proposed uses so they might have issues with the Sewer Authority regarding an application for service. Brian stated that as part of the planning review, we contracted with Traffic Planning and Design to review their traffic study. The Borough does not have a Capital Improvements Plan which could provide for offsite improvements but there is concern with the intersection at Male Road. Brian stated that once the revised plans are submitted, Council will be notified when the next Planning meeting is scheduled.

7. Municipal Authority – Jeff Yob reported that the Authority discussed how the pavement in School Alley should be repaved. Brian reported that he spoke to the Municipal Authority's engineer and informed him that it is a traveled alleyway and the policy is to put back what material was there prior to the project. The engineer said they will video tape what was there and repair it accordingly.

Jeff said he will convey to the Authority that he had a conversation with Brian regarding the manhole on Seventh Street and since the Authority has a sewer service agreement with the Candle Factory because they own the line. He said the Authority will have to pursue the property owner to have it repaired. The Borough has no authority to force repair, there is no action that the Borough can take.

Jeff said the developer on Jacobsburg has no Sewer Service Agreement in place and they have not filed to update the Act 537 Plan. The Sewer Authority sent them a "Cease and Desist Order" stating that they will not provide sewer service until the Act 537 Plan is updated.

Brian said that regarding the Green Knights, they might need an inter-municipal agreement, part of the project is in Plainfield and some of the lots are in Bushkill, but there is no sewage being generated in Bushkill. He also asked the Engineer about the Green Knight development and sent him electric copies of the plan. Brian asked Fred, from the Sewer Authority, to provide the Borough with a list of instructions and requirements from the Municipal Authority that can be handed out to developers so when plans for subdivision come into the Borough they can hand them out and explain that this is what is required by the Authority.

8. Streets - Jeff Yob said the Christmas lights are up and the lights going across Route 512 will go up tomorrow morning with assistance from the Fire Company Police. The Street Department has been patching holes and picking up leaves.

Dave Hess said that Rich informed him that he is out of room to put his equipment so when the fire house comes down he will need more storage. He said we will need to add space onto their existing garage or move them to the Municipal Complex.

9. Park – Dave Hess said Park Reservation Forms from the Boy Scouts for July 21 to 23 and Slate Belt Rotary for their car show on October 15, 2017 have been submitted for approval. Copies have been provided to the Park Board. Dave Valley said that both the Scouts and the Rotary Club left the kitchen and the Park in pristine condition.

10. Tipping Fees – Tony Curcio reported that there are no changes so nothing to report.

11. Slate Belt COG – Mayor Shoemaker said the COG prepared a Cat Ordinance for each municipality to look at and word to meet their needs. The Animal Control Officer will enforce the

Ordinances. The e-cycling event on Saturday the 22<sup>nd</sup> went well. The next meeting will be November 30<sup>th</sup>.

12. Slate Belt Community Partnership – Mayor Shoemaker said we are waiting for the façade grant to come through before our next meeting. He said they are advertising for a Director and the mural on the side of Café on Broadway has been completed. The Wind Gap Theater received a grant for new neon lighting and a new digital movie projector.

13. Technology – Dave Hess had nothing to report.

14. Zoning Ordinance Amendment – Alex Cortezzo had nothing to report.

15. Mayor's Report - Mayor Shoemaker said that COG will meet on Wednesday, November 30<sup>th</sup> at 7:00 pm. Leaf collection will continue through the month of November into December, usually until it snows. The annual Christmas Lighting will take place on Sunday, November 27<sup>th</sup> from 2 pm to 5 pm with Santa arriving at 4 pm. On behalf of Council and myself, we wish you a Happy and Safe Thanksgiving.

## **QUESTIONS & COMMENTS**

There were no questions at this time.

**On motion** by Tony Curcio to adjourn the meeting of November 22, 2016. Council agreed unanimously.

The meeting of November 22, 2016 adjourned at 8:19 p.m.

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Louise Firestone, Borough Administrator