

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

Wind Gap Borough Council meeting on Tuesday, April 18, 2023, was called to order at 7:00 p.m. by Council President George Hinton, at which time he reminded those present that the meeting was being recorded. In attendance were Council members Dave Hess, Steve Bender, Dave Manzo, Jeff Yob, and Alex Cortezzo. Also, in attendance were Mayor Wesley J. Smith, Borough Solicitor Ronald Karasek, Borough Engineer Brian Pysker, and Borough Manager Louise Firestone. Absent was Councilman Patrick Webber.

**PUBLIC COMMENT**

No Public Comments were heard at this time.

**APPROVAL OF MINUTES**

**On motion** by Dave Manzo to approve the April 3, 2023, minutes and seconded by Alex Cortezzo. Roll call vote taken. In favor: S. Bender, A. Cortezzo, G. Hinton, D. Manzo. Abstained: D. Hess, J. Yob. Motion carried: 4 – 0 – 2.

**NEW BUSINESS**

1. Green Knight Economic Development Corps. Industrial Park Approval bond to Maintenance Period – 18 Month Period

Pete Albanese came before Council regarding the Green Knight Economic Development Corps. Industrial Park Maintenance Bond. Mr. Albanese requested approval to allow the developer's bond to be reduced and begin the 18-month maintenance period. Brian Pysker explained the steps that must be taken in order for Council to entertain the request. Brian referenced a punch list that he provided in a letter dated July 2022 that addresses all of the outstanding items related to plan approval. Attorney Karasek advised that the Borough Engineer requires a letter detailing that all punch list items have been completed. Any outstanding items must be assigned a dollar value for completion so the bonding can be released down to that amount. Brian said this usually comes from the design engineer because the engineer would have knowledge of the cost. Mr. Albanese stated that he will get this completed and requested to be placed on the Council's May 1, 2023, agenda.

2. Earth Day Clean-up – Organized by Slate Belt Rising Saturday, April 22, 2023 9:00 a.m. – 12:00 p.m. George Hinton reported that this is organized by Slate Belt Rising. Louise Firestone informed those present that the volunteers will meet in the Fire Company Social Hall parking lot at 9:00 a.m. and pick up trash on both sides of North Broadway. If that area is cleaned up within three hours and time allows, the volunteers may move up to the park to continue with the clean-up. Waste Management donated a roll-off which will be located at the Bangor Municipal building parking lot. Once the trash is collected, it will be hauled to Bangor for disposal. Mayor Smith added that Giant has volunteers that will be participating also.

3. Approval Tri-Boro Fencing Furnish/Install fence for Pickleball Courts - \$3,098.00

**On motion** by Dave Manzo to accept the proposal from Tri-Boro to furnish and install a fence at the Pickleball Courts in the amount of \$3,098.00 and seconded by Steve Bender. Roll call vote taken. Council agreed unanimously.

4. Approval Prolific Landscape – Annual Landscape Maintenance Package \$7,239.60

**On motion** by Dave Manzo to accept the landscape and maintenance package from Prolific Landscape in the amount of \$7,239.60. For lack of a second to the motion the motion died.

5. Approval SealMaster – Crack Sealing Weekly Rental - \$7,372.50

**On motion** by Steve Bender to approve the SealMaster Crack Sealing weekly rental of equipment and materials in the amount of \$7,372.50 and seconded by Dave Hess. Roll call vote taken. Council agreed unanimously.

## **OLD BUSINESS**

1. CRG Services Management LLC – 905 Pennsylvania Avenue – Industrial Distribution Warehouse Time to Take Official Action – As Per the Revised Plans dated 1/6/2023, the time to act will expire on April 21, 2023

**On motion** by Jeff Yob to grant CRG Services Management LLC Conditional Preliminary Plan Approval and seconded by Dave Hess. Roll call taken. In favor: J. Yob, S. Bender, A. Cortezzo, D. Hess. Opposed: D. Manzo, G. Hinton. Motion carried: 4 – 2.

## **ZONING OFFICER'S REPORT**

The Zoning Officer, Suzanne Borzak's report was not received.

## **COMMITTEE REPORTS**

A written committee report was provided to Mayor Smith and Council. There were no questions or concerns regarding the monthly report.

## **MAYOR SMITH REPORT**


Mayor Smith reported that he attended the Mayor's Reception that was hosted by the Lehigh Valley Chamber of Commerce. He spoke on the behalf of Wind Gap Borough. The Easter Egg Hunt was a success. He thanked Deb, Louise, Mr. Firestone, Rich, and the Easter Bunny. He had a productive meeting with Frank Brooks from DCED, they spoke about different funding sources for Male Road Bridge. He will reach out to Representative Flood and Senator Boscola. The next COG meeting is scheduled for Wednesday, April 26, 2023.

### **Questions and Concerns**

Jeff Yob asked if Council could get additional quotes for the park landscaping in order to compare pricing for the next meeting.

### **ADJOURNMENT**

**On motion** by Steve Bender to adjourn the meeting of April 18, 2023. Council agreed unanimously. The meeting of April 18, 2023, adjourned at 8:09 p.m.

  
\_\_\_\_\_  
Louise Firestone, Borough Manager

# APRIL 18, 2023 MONTHLY REPORT

## STREETS:

STREET SWEEPING - Scheduled for May 8-12

SealMaster Crack Sealing Weekly Rental Rate - \$7,372.50

142.21 tons of Salt ordered and delivered @ \$72.44/ton = \$10,301.69

Minimum requirement to order 97.79 more tons by July 31, 2023

## PENDING ITEMS:

Meeting on East First St for placement of Street Light – B. Pysher to schedule meeting with Met Ed for location of existing wiring.

Funding from Gap View Estates Escrow

## POLICE:

March Monthly Calls for Service – 467 Police Activities

Wind Gap – 154 Pen Argyl – 145 Plainfield Township – 168

10 Traffic Citations were issued and 43 Traffic Warnings were issued in March

Officers investigated 21 criminal offenses and made 16 criminal arrests in the month

Officer Jessica Muccione will officially be promoted to Sergeant on Thursday, April 20,

2023

The SBRPD Commission Building Committee continues to discuss the 2023 SBRP Lease with Plainfield Township.

## EMERGENCY MANAGEMENT:

3/8/2023 Attended quarterly EM coordinators meeting at the 911 Center. Presentation by PEMA. The topic was new training requirements. Proposed training is lengthy, and career based. Many local coordinators will likely opt to leave the position.

3/10/2023 Attended a Countywide Broadband study meeting at the 911 Center.

3/26/2023 Responded to the Appalachian Trailhead on N. Broadway for a search/rescue for a lost hiker. The hiker was located quickly. One injury to a first responder.

Still To Be Ordered - 3 New Hand-Held Radios

## WASTE MANAGEMENT:

Jan 2023 Tipping Fee Check = \$60,354.70

Feb 2023 Tipping Fee Check = \$63,467.05

March 2023 Tipping Fee Check = \$57,941.23

Year-to-date Funds Received = \$181,762.98

**WIND GAP AMBULANCE:**

115 total calls – Wind Gap Boro = 58 / Monroe Cty = 7 / Transports = 50 / 1 = Standby  
Response Times 1.91 Minutes Avg (from dispatch to responding)  
New ambulance delivery - Estimate May 2023

**FIRE COMPANY:**

Fire Company Carnival – June 29, June 30, July 1  
15 Calls for the Month of February / 25 Calls for the Year

February 2023 Calls:

- 3 Dwelling Fires
- 1 Wire Down
- 3 Fire Alarms
- 1 Gas Leak
- 1 Chimney fire
- 1 Spill
- 1 MVA with Injuries
- 1 Vehicle Fire
- 1 Indoor Odor Investigation
- 1 Wire Fire
- 1 Brush Fire

**PARK:**

Rich / Louise took a Park walk through. Discussed the upcoming Park trail upgrade project and safety issues within the property.

Rich / Kyle completed installation of new Pickleball nets

Received quote to install a fence to divide the courts.

Received quote 3 basketball courts (Fill cracks/2 coats resurfacer/2 coats color/stripe)

**EASTER EGG HUNT:**

Along with candy filled eggs, 120 chocolate bunnies in gift bags for children aged 3-10 and 36 stuffed animal gift bags for children aged 0-2 were distributed by the Easter Bunny's helpers:

Special thanks to Borough employees: Deb Harbison and Rich Fox

Mayor Wesley Smith and his wife Adrianna

Frank Firestone

And of course the "Easter Bunny"

**Boy Scout Trail to Town Camporee:**

2023 Dates = June 16, 17, 18, 2023

**WIND GAP MUNICIPAL AUTHORITY:**

Meeting held on Wednesday, Marcy 22, 2023

CRG was in attendance – the main discussion was based upon the responsibility of which municipality must upgrade the Act 537 Plan for CRG to hook-up to a sewer plant. The determination was that since the proposed development is within Plainfield Township it would be the township’s Act 537 Plan.

**PLANNING:**

Planning Commission Meeting held on Thursday, April 6, 2023

Reviewed a “Draft” Billboard Ordinance

Reviewed a “Draft” Chicken Ordinance

Corrections/suggestions were made for both ordinances. Zoning Officer, S. Borzak, will incorporate the corrections and PC will review at their next meeting

Next meeting scheduled for Thursday, May 4, 2023

If the corrections are approved by the Planning Commission – a copy will be forwarded to LVPC for their review.

**ZONING:**

Zoning Hearing Board meeting is scheduled for Tuesday, April 25, 2023 at 7:00 p.m.

- Appeal #23-02 R. Smith, 34 Alpha Road, is appealing the Determination of the Zoning Officer regarding the fowl located on the premises. The property is located in the R-10 Residential Zoning District of the Borough.
- Appeal #23-03 Arie David, 155 Alpha Avenue is requesting Use Variances from Article 306.B of the Wind Gap Zoning Ordinance. The applicant is requesting a Kennel License and the ability to have Retail Sales on the premises to sell puppies. The property is located in the R-10 Residential Zoning District where a kennel and retail sales are NOT permitted.

**OFFICE/BUILDING:**

Parking Lot - \$35,000 from 2021 Grow NORCO Grant – Deadline Dec 31, 2023

**FINANCIALS:** – Balances as of March 31, 2023:

<b>General Funds:</b>	\$752,276.93
<b>Money Market Funds:</b>	\$629,360.20
<b>Capital Reserve Funds:</b>	\$1,763,916.24 (\$665,104.39 – Sale of Borough Properties)

**State Liquid Fuels Funds:** Current Balance = \$238,645.45  
2023 Liquid Fuels Allocation = \$80,562.01  
2023 Turnback Allocation (Male Rd/Bridge) = \$1,680  
(Allocation Based on 9.36 miles /  
Population of 2720)

**FUNDING OPPORTUNITIES:**

2023 Grow NORCO – Northampton County – April 24, 2023 – Deadline June 2, 2023  
Green Knight Economic Development Corp – Grant Deadline – May 31, 2023

**SLATE BELT RISING:**

Earth Day Clean-up Event – Saturday, April 22 from 9:00 a.m. to noon  
Meet at Fire Company Social Hall to pick up Rt 512, ATC Trailhead and Park

- June 10<sup>th</sup> – Pen Argyl – Celebration of Weona Park / Carousel
- July 8<sup>th</sup> – Wind Gap Vendor Event
- August 26<sup>th</sup> – Portland River Festival
- Sept. 16<sup>th</sup> - Pastie Festival in Bangor

**SLATE BELT COUNCIL OF GOVERNMENT (SBCOG):**

One Day Training Session for QUES 550 Camera System  
Attended by R. Fox & K. Hester held on March 24, 2023

**MISCELLANEOUS:**

LVPC – Transportation Needs Assessment – Male Road Bridge Replacement completed and sent to LVPC -3/27/23.

Lehigh Valley General Assembly – March 29, 2023, Virtual Meeting – Year 2022 in Review

Spring / Summer Newsletter Completed – to be mailed in May 2023

Attended Northampton Tax Collection Committee (TCC) Meeting on Thursday, April 13 at Bethlehem Township Municipal Building. Next meeting scheduled for October 12, 2023.

Wind Gap Borough has a weighted vote of .36% (Based on Municipal Proportion EIT Revenue and Municipal Proportion Population)

Northampton County EIT Revenue for 2022 was \$129,710,776.75.