

**BOROUGH OF WIND GAP
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WIND GAP, PA 18091
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Wind Gap Borough Council on Tuesday, February 22, 2022 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, David Manzo, Patrick Webber 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 Jeff Yob.

PUBLIC COMMENT

No comments were heard at this time.

APPROVAL OF MINUTES

On motion by Dave Manzo to approve the February 7, 2022 minutes and seconded by Alex Cortezzo. Roll call vote taken. In favor: S. Bender, A. Cortezzo, G. Hinton, D. Manzo, P. Webber. Abstained: D. Hess. Motion carried 5-0-1.

NEW BUSINESS

1. Approve Water Line Service – S. Lehigh at Community Garden - George Hinton informed Council that it would be beneficial to install a water line to service the community garden and the future exercise loop. PA American Water will install the line under the curb into the grass area in order to water the garden.

On motion by Dave Manzo to approve installation of water line at the park and seconded by Patrick Webber. Roll call vote taken. Council agreed unanimously.

2. Approve Advertisement of Lincoln Street Paving/Handicap Ramp Project – Brian Pysker reported that the Borough has already been approved for Community Development Block Grant (CDGB) funds for this project. The storm sewer has all been designed. The advertisement is for the handicapped ramps at Mechanic Street and Lincoln Street specifically for the paving, labor and equipment portion of the project. The CDGB funding is also paying for the materials, which covered the pipe and inlet boxes that we have on-site and the Borough's labor to do the installation. If Borough Council would approve the advertisement, pending the weather, we could possibly advertise prior to the next meeting.

On motion by Patrick Webber to approve the advertisement of Lincoln Street Paving / Handicap Ramp Project and seconded by Alex Cortezzo. Roll call vote taken. Council agreed unanimously.

3. Appointment of Zoning Officer / Building Code Official - Dave Manzo reported that all professional services provided to the Borough had been advertised in December of 2021. Dave reported that four agencies submitted proposals to provide Zoning Officer and Building Code Official services. All four companies were contacted and were scheduled for an interview.

On motion by Dave Manzo to hire Base Engineering as Wind Gap Borough's Zoning Officer and Code Official and seconded by Patrick Webber.

Amended motion by Dave Manzo to bring in Base and sit with them and all the proposals will go out to Council and Base will be able to meet with Council at the next meeting.

Council asked for additional information regarding the applicants prior to making their decision. George said that we might want to table this until our first meeting in March to give Council time to review the information as provided by the committee.

On motion by Dave Manzo to withdraw his first motion to hire Base Engineering and seconded by Patrick Webber.

OLD BUSINESS

1. OSJ of Wind Gap, LLC Fair Market Value / Assessment Change - Attorney Karasek reported that he contacted Attorney Corriere on February 8th and he has not heard back from him. He also contacted the attorney for the property owner who sent him an e-mail saying that his client's perspective is that the settlement value is reasonable because it is based on the present value of comparable properties. This will be tabled until the March meeting to allow Attorney Karasek to receive further response.

2. Verizon Cell Tower Lease Agreement - Attorney Karasek reported that he looked at the most recent lease agreement. The last one was in August 2021 and he prepared a comprehensive two-page review of that agreement. This one has not really changed except one area as per the letter that was received by the Borough. The letter was sent because we were asking to make certain that Verizon would pay for the cost of governmental approvals including subdivision, if in fact that is what the Borough decides to do. They wrote back and said that they would pay for everything in general, but he does not know where we are with the subdivision. A property can have a cell tower as another principle use as per the Borough's cell tower ordinance. It would be nice if they would put that word in their letter of agreement, if this is something the Borough would like to do.

On motion by Alex Cortezzo that Borough Council approves of the lease agreement conditioned upon confirmation in writing that Verizon will pay the subdivision cost and seconded by Patrick Webber. Roll call vote taken. Council agreed unanimously.

3. George Hinton stated that instead of sending e-mails or text messages out the day before or the day of a meeting debating an issue, he would prefer that the board members contact him to discuss.

Slate Belt Regional Police Report

Dave Hess reported that the monthly calls for January were 588 of which Wind Gap had 182 calls. They are in the late stages of hiring candidates for a full-time police officer. The department is completing the background checks and expecting to make offers to two individuals in March. They are still hoping to hire three-part timers as soon as possible.

The K-9 policy was approved at the last commission meeting. The decision was made to wait until the two new hires are trained and on the street prior to going through the process of picking a handler, ordering a dog, and beginning the extensive training.

Committee Reports - Questions

George Hinton asked Council if they had a chance to read over the report and if they had any questions, concern or anything different that they would like to see on the report. Dave Manzo clarified that Louise is the point of contact for any information and she will get it to George at some point. George said that we made all the meetings and he and Louise have had several conversations throughout the month on the best approach to provide Council with all the pertinent information.

Louise Firestone reported that under Emergency Management, the emergency plan has been updated. A resolution will be provided for enactment by Borough Council. This will be on the agenda for next month

MAYOR SMITH REPORT

Mayor Smith reported that he attended the COG meeting last month. It was a good opportunity to meet the Township Supervisors from the other municipalities. They discussed trick-or-treat and the desire for Wind Gap, Plainfield Township and Pen Argyl to coordinate and have it at the same time. The Multi-Municipal Comprehensive Plan was also discussed and the feeling is that the COG should be involved and be participants for that plan. They discussed Earth Day and he met with the store manager at the Wind Gap Giant and he expressed his desire to be involved with Earth Day for community service. The next COG is scheduled for tomorrow.

ADJOURNMENT

On motion by Dave Manzo to adjourn the meeting of February 22, 2022. Council agreed unanimously. The meeting of February 22, 2022 adjourned at 7:40 p.m.

Louise Firestone, Borough Manager

FEBRUARY 22, 2022 MONTHLY REPORT

STREETS:

2022 F-550 Has been delivered to EM KUTZ for Snowplow/Spreader/Lighting
2022 F-250 Has been Ordered – Delivery to Borough Unknown

Meeting with Tyler Bartron, PA American Water Company 2/16/2022

PA American Water 2022 Projects: (Water Main Replacement)

- West West Street (Broadway to Taft)
- Lower Alpha Road (Lehigh to East West St)
- As an FYI – Water Main Replacement on SR 512 from A Street to Bridge (Plainfield)

Street Sweeping Scheduled for Monday, May 9 thru Friday, May 13

Male Road Bridge Inspection 4/2021 – Meeting with Inspector from Pickering, Corts and Summerson. Normal bridge inspections are Biannual. A poor rated bridge is inspected every year. The Male Road Bridge is rated as “Structurally Deficient”. Regular inspection April 2022. New signage has been posted westbound near intersection of S.R. 512 and Male Road and eastbound at intersection of Old Allentown Road and Male Road.

PARKING Ticket Report:

January 2022 – Violations 27

▪ Inspections	16	\$180.00
▪ Registration	2	\$ 20.00
▪ Trailer on Roadway	1	<u>\$ 20.00</u>
		\$220.00

EMERGENCY MANAGEMENT:

NIMS Training

Website: training.fema.gov/nims

Under Heading “ICs and NIMC Courses”

ICS- 100 Introduction to the Incident Command System

IS-700 National Incident Management System – An Introduction

WASTE MANAGEMENT:

Tipping Fees

4th Qtr 2021 \$80,193.12 (2021 - \$287,077.50)

E-Cycling Event in Conjunction with Pen Argyl Borough

Saturday, November 5, 2022 Waste Management Parking Lot

MUNICIPAL COMPLEX:

Wind Gap Electric meeting to connect generator to Garage
Layout of Parking Paving Project
Discussion of installation of lights other future improvements

WIND GAP AMBULANCE:

January total calls - 174

FIRE COMPANY:

January total calls
Generator Installed and Operational at Social Hall

PARK:

Contract with Prolific Landscape for Island Maintenance in the spring

Water service to the Community Garden / Future Fitness Loop
PA American Water will install line under sidewalk South Lehigh Avenue
Borough would be responsible for 2 meter pits and service line inside curb

Park Summer Sounds

June 19	Last One Standing
July 3	Main Street Cruisers
July 17	New Individuals
July 31	Steel Creek
August 14	TimeWhys
August 28	Joey and the T-Birds

Trail Update:

CMR Construction’s subcontractor will be returning to repaint the stencils/prints
Split rail fence / wiring has been ordered for upper portion of the trail

Awarded Funding:

Lehigh Valley Mini Grant – Interpretive Signage along trail - \$6,800
Lehigh Valley Mini Grant – Rain Gardens - \$9,600
Slate Belt Rising Hotel Tax - \$5,000
Slate Belt Rising Budget for Community Garden - \$250 (potentially \$500)
Slate Belt Rising Plan Implementation (Master Plan) - \$10,000