

**BOROUGH OF WIND GAP
545 East West Street
WIND GAP, PA 18091
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Wind Gap Borough Council meeting on Tuesday, March 21, 2023, was called to order at 7:00 p.m. by Council Vice President Dave Manzo, at which time he reminded those present that the meeting was being recorded. In attendance were Council members Dave Hess, Steve Bender, Jeff Yob, and Patrick Webber. Councilman George Hinton participated via telephone. Also, in attendance were Mayor Wesley J. Smith, Borough Solicitor Ronald Karasek, Borough Engineer Brian Pysner, and Borough Manager Louise Firestone. Absent was Councilman Alex Cortezzo.

PUBLIC COMMENT

No Public Comments were heard at this time.

APPROVAL OF MINUTES

On motion by Patrick Webber to approve the March 6, 2023, minutes and seconded by Steve Bender. Roll call vote taken. Council agreed unanimously.

NEW BUSINESS

1. Tortoise and Hare 5K Race, May 29, 2023 – PennDOT Approval Letter

Louise Firestone reported that the Borough has been asked by the organizer, Work to Live LLC, to send a letter authorizing them to run the Tortoise and Hare 5K Race on Monday, May 29 because a portion of the race will take place in the borough. Work to Live LLC needs permission and our approval letter to move forward with sending the required paperwork to PennDOT to receive a permit allowing them to run the race on a state road.

On motion by George Hinton to approve the Tortoise and Hare Run / Walk and to send them a letter of approval and seconded by Patrick Webber. Roll call taken. In favor: D. Hess, G, Hinton, D. Manzo, P. Webber. Opposed: J. Yob, S, Bender. Motion carried: 4 – 2.

2. Traffic Signal Maintenance Agreement

Approval PennDOT Vulnerable Road users (VRU) Tier 1 Pedestrian Signal Indications Upgrades.

1. SR 512 (Broadway) & Male Road
2. SR 512 (South Broadway) & SR 1023 (Third St)

On motion by Jeff Yob to approve PennDOT Vulnerable Road users Tier 1 Pedestrian Signal Indications upgrades at SR 512 and Male Road, and SR 512 and Third Street and seconded by George Hinton. Roll call taken. Council agreed unanimously.

3. Resolution 2023-01 – Authorization to Submit Traffic Signal Maintenance Agreement.

On motion by Jeff Yob to adopt to Resolutions 2023-01 - Authorization to Submit Traffic Signal Maintenance Agreement and seconded by Patrick Webber. Roll call taken. Council agreed unanimously.

4. Agreements – LSA Grant (As Required by PA DCED) Monroe Cty - \$38,387

On motion by Jeff Yob to approve signing the agreement as required by PA DCED Monroe County for the grant amount of \$38,387 and seconded by Patrick Webber. Roll call vote taken. Council agreed unanimously.

5. Agreements – LSA Grant (As Required by PA DCED) Northampton Cty - \$416,497

On motion by Jeff Yob to approve signing the agreement as required by PA DCED Northampton County for the grant amount of \$416,497 and seconded by Patrick Webber. Roll call taken. Council agreed unanimously.

6. Saylorburg Industrial Development – 316,800 sq.ft. Warehouse off Rte. 33 - Brian Pysner reported that McMahon Associates contacted him regarding a proposed development at the top of Wind Gap hill, but in Ross Township, Monroe County. The applicant made an impact study application to PennDOT and PennDOT's comments included notification of both Wind Gap Borough and Plainfield Township and receipt of any comments from the 2 municipalities that will be impacted by this development. Brian initially did not respond since Wind Gap has no jurisdiction, the proposed development is not in our municipality and we do not have a Capital Improvements Plan that this would effect. PennDOT will not let the proposed development move forward without getting comments from the borough due to the traffic impact this will have on Wind Gap Borough. He spoke with Louise and then he responded back that Wind Gap's major concern with this project is the additional truck traffic that may impact Route 512 corridor through the borough. We are asking that they do not divert any traffic through town and we would like to be included in all meetings and correspondence moving forward regarding this project. Louise added that according to the Transportation Impact Study (TIS) Determination & Scoping Meeting Application, the Trip Distribution notes that 75% of the traffic will utilize the Route 33 interchange at Route 512 located 2 miles to the south which means that the traffic will travel through the entire borough. Brian will provide any further updates to this project as they become available.

OLD BUSINESS

Council did not discuss any old business at this time.

ZONING OFFICER'S REPORT

The Zoning Officer's report was provided to Council.

COMMITTEE REPORTS

A written committee report was given to Mayor Smith and Council. Louise Firestone reported that we have been experiencing traffic signal issues including the most recent being the light that went out at Lehigh and Alpha. Rich Fox was informed by the technician from Signal Services that a new controller was needed in that box. Signal Services did provide a

quote to purchase, prepare and install a new controller at the Alpha Road and Lehigh Avenue traffic signal.

On motion by George Hinton to approve \$4,923 for the outlay of the controller for the traffic light at Alpha Road and North Lehigh Avenue and seconded by Patrick Webber. Roll call taken. Council agreed unanimously.

Louise reported that State wide LSA Gaming grant did not require a match, this was submitted last March and it was to remove and install new sidewalks on Third Street and South Lehigh around the park as part of the park trail loop. The grant request was for \$480,000 and we were granted \$375,000. The multi-modal transportation grant, that was submitted was for \$1,100,000 for replacement of the bridge superstructure and the installation of a pedestrian walkway and we received \$200,000. On the recommendation of our local state representatives, Wind Gap will continue to submit more multi-modal grant applications requesting funding to replace the Male Road bridge.

MAYOR SMITH REPORT

Mayor Smith reported that he attended the Transportation Needs Assessment meeting with the Lehigh Valley Planning Commission to discuss the Male Road Bridge replacement project. He will reach out to Frank Brooks from the County to see what options are available with Northampton County regarding funding. The meeting for the COG is scheduled for tomorrow and he will be in attendance.

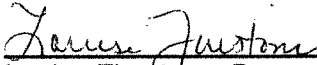
EXECUTIVE SESSION

Council adjourned to Executive Session at 7:25 p.m. to discuss a matter of litigation regarding the Verizon Cell Tower Zoning Hearing Board Appeal. Council reconvened the meeting at 7:38 p.m.

On motion by George Hinton to authorize Attorney Karasek to represent the Borough in the Smith vs Wind Gap Zoning Hearing Board (Verizon Appeal Case) and seconded by Patrick Webber. Roll call vote taken. Motion carried unanimously.

ADJOURNMENT

On motion by Jeff Yob to adjourn the meeting of March 21, 2023. Council agreed unanimously. The meeting of March 21, 2023, adjourned at 7:40 p.m.



Louise Firestone, Borough Manager

MARCH 21, 2023 MONTHLY REPORT

STREETS:

JD Backhoe 500 hour service completed / Cost for service = \$1,169.84

2006 GMC Dump Truck – In need of transmission lines replacement.

Having difficulty locating transmission lines due to the age/make of the vehicle.

2022 BRIDGE INSPECTION – Inspection Date, April 20, 2022 – Inspection Cost \$2,412.56

Inspection completed by Pickering, Corts & Summerson - contracted by PennDOT

Virtual Meeting held on Wednesday, February 22

Attended by: D. Durr, PC&S, B. Pysher, L. Firestone

STREET SWEEPING - Scheduled for May 8-12, 2023 @ \$100/day

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

Lehigh Valley Planning Commission:

Slate Belt Transportation Needs Assessment – Thursday, March 2, 2023

Meeting attended by Mayor Smith, Councilman Bender, Boro Mgr. Firestone

Completed a Survey on Specific Priorities and Needs of Wind Gap Borough

Male Road Bridge was main focus of our discussion related to the overall economic development of industrial sites off of Male Road in Plainfield Township and Bushkill Township in addition to Wind Gap Plaza and several industrial sites in Wind Gap Boro

Asked to provide supporting documentation to LVPC by Friday, March 24, 2023

POLICE:

February 2023 – Violations – 8 total

| | |
|--------------------|----------------|
| ▪ Inspections - 8 | \$80.00 |
| ▪ Registration - 0 | <u>\$00.00</u> |
| | \$80.00 |

February Monthly Calls for Service – 442 Police Activities

Officers investigated 13 criminal offenses and made 7 criminal arrests in the month.

K-9 Officer will be attending training with the canine in March/April 2023

Wind Gap – 172* Pen Argyl – 119 Plainfield Township – 151

*(Officers Issued 16 Traffic Citations and Issued 66 Traffic Warnings in Wind Gap in February 2023)

The Department was recently recognized for an ALS response involving an adult female seizure patient. The patient's eight (8) year old daughter called "911" and took care of her infant brother while awaiting emergency response. This incident was picked up by media outlets after the eight (8) year old was presented with an award for heroism in calling "911" and providing critical information to the Dispatch Center. Officer Jessica Muccione provided an in-person interview with WFMZ and did an excellent job with explaining the call.

Slate Belt Regional Police Dept Lease Agreement with Plainfield Township - Commission committee has begun the process of exploring options for housing the SBRPD. These options include remaining in a Lease Agreement with Plainfield Township at the Plainfield Township Municipal Building (paying an agreed upon monthly rent amount and paying 70% of utilities for the Plainfield building plus an annual % increase based on the Consumer Price Index (CPI), locating a better lease agreement within one of the three municipalities (Wind Gap, Pen Argyl, Plainfield), purchasing real estate, either to renovate an existing building or building a new station.

The Slate Belt Regional Police Department Officer Union Contract is set to expire December 31, 2023. The Commission will be forming a negotiating committee to meet with the SBRPD officers to discuss their contract.

EMERGENCY MANAGEMENT:

2/2/23 Responded to dwelling fire at 208 Delaware Ave. Contacted Red Cross to assist residents in obtaining lodging.

2/23/23 Advised by NCEM of a potential increase in traffic due to Rt.80 being closed. There were no issues.

1 Quote received for New Hand-Held Radio

WASTE MANAGEMENT:

Jan 2023 Tipping Fees = \$60,354.70

Feb 2023 Tipping Fees = \$63,647.05

Recycling Art Contest

WIND GAP AMBULANCE:

Total calls – Wind Gap Boro = 66 / Monroe Cty = 7 / Transports = 40

Response Times 2.11 Minutes Avg (from dispatch to responding)

New Ambulance delivery is estimated to be 2 months (once the new ambulance is received – old ambulance will be decommissioned. Equipment from old ambulance to be transferred but new radios will be ordered. Ambulance Corps anticipates that upon delivery the outstanding amount owed will be less than \$15,000.

FIRE COMPANY:

Current Fundraiser:

Breakfast - First SUNDAY of every month: 7:00 a.m. – 12:00 p.m.

10 Calls for the Month of January / 10 Calls for the Year

January 2023 Calls:

- 1 Wire Down
- 1 CO Alarm
- 3 Fire Alarms
- 1 Dwelling Fire
- 1 ALS QRS
- 1 Commercial Fire Alarm
- 1 Lift Assist
- 1 High Occupancy Fire

All necessary documents have been submitted to CFA for grant reimbursement with the exception of the executed LSA Agreements – Monroe County - \$38,387 / Northampton County - \$416,497. The agreement specifically state that Wind Gap Borough is held harmless by the Wind Gap Volunteer Fire Company for any and all costs and obligations related to the grant funds.

Boy Scout Trail to Town Camporee:

2023 Dates = June 16, 17, 18, 2023

NEXT Meeting Monday, April 3, 2023 at 4:30 p.m.

WIND GAP MUNICIPAL AUTHORITY:

2/22/2023 Meeting:

Taking over pump station from GKEDC project

Chapter 94 Report is complete and going to DEP – past 5 years / future 5 years capacity

Contract for Constitution Ave – WGMA in conjunction with Borough? 850' sewer line

North Broadway Traffic Light – Contractor to return to install curb/sidewalk

Receipt of 2022 Annual Chapter 94 Report submitted to PADEP (Gilmore & Associates)

PLANNING:

CRG Services Management LLC –

Attended Planning Commission Meeting on Tuesday, March 7, 2023

- Mr. Robert Hoffman, CRG Traffic Engineer, spoke with PennDOT representative and PennDOT has agreed to on-street parking on Broadway in front of two (2) out of three (3) homes along Broadway. This will provide traffic areas and road markings similar to those that are on SR 512 approaching the Waste Management site.
- One open item – the stormwater SALDO waiver – the run-off exceeds the storm sewer system i.e. the storm sewer pipe off Alpha Road is undersized for the amount of run-off.
- Planning Commission Board recommended “Conditional Preliminary Plan Approval” be granted by Borough Council.

SAYLORSBURG INDUSTRIAL DEVELOPMENT – Ross Township & Hamilton Township

316,800 sq.ft. warehouse – adjacent to Route 33 / south of Ross Commons
Transportation Impact Study (TIS)

Trip Distribution Notes: It is assumed that 25% of trucks will utilize the Route 33 NV on ramp and SB off ramp adjacent to the site. The remaining 75% will utilize the Route 33 Interchange at Route 512 located 2 miles to the south.

McMahon, a Bowman Company, contacted Borough Engineer, Brian Pysher, to inform Wind Gap Borough that a resubmission was made following TIS Scoping Application to PennDOT for a proposed industrial development to be located in Ross Township, Monroe County. As part of both PennDOT’s and Ross Township’s Engineering review, it was requested that both Plainfield Township and Wind Gap Borough be included in the Scoping Application process.

ZONING:

Richard D. Smith vs Wind Gap Borough Zoning Hearing Board No. C0048CV2023-1466 has filed a Land Use Appeal as docketed in the Office of the Prothonotary of Northampton County on March 9, 2023. This Appeal has been served upon the Borough as the owner of the subject property.

OFFICE/BUILDING:

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

FINANCIALS: – Balances as of February 28, 2023:

| | |
|----------------------------------|---|
| General Funds: | \$71,953.00 |
| Money Market Funds: | \$629,951.92 |
| Capital Reserve Funds: | \$1,762,773.77 (\$665,104.39 – Sale of Borough Properties) |
| State Liquid Fuels Funds: | Current Balance = \$155,497.13 2023 Liquid Fuels Allocation = \$80,562.01 2023 Turnback Allocation (Male Rd/Bridge) = \$1,680 (Allocation Based on 9.36 miles / Population of 2720) |

PLAN SLATE BELT: - Next Meeting, Thursday, April 6, 2023

Plan Slate Belt Multi-Municipal Comprehensive Plan - Moving Toward Adoption

Estimate March 2023 – Final Draft Plan

Estimate April/May 2023 – 45 Day Public Review & Comment Period

- Required by Municipalities Planning Code
- Neighboring communities, school districts, LVPC + Slate Belt provide comments
- Final edits to plan are made after comment period

Estimate May/June 2023 – Municipal Public Hearings & Adoption

- Required by Municipalities Planning Code
- Held in each Community
- Adoption is by municipal resolution

Estimate May/June 2023 – Intermunicipal Agreement for how Municipalities will Manage & Implement Plan

- Required by Municipalities Planning Code
- Essentially an operating agreement
- Adopted by each community

Within Two (2) Years of Plan Adoption

Amend Local Zoning, Subdivision & Land Development Ordinances, Official Maps to Align with Plan

SLATE BELT RISING:

- June 10th – Pen Argyl (TENTATIVE)
- July 8th – Wind Gap
- August 26th – Portland
- Sept. 16th - Pastie Festival in Bangor

Community Action of the Lehigh Valley (CALV) has hired a new planner that will be working with the SBR Director Brian Fenstermaker and the member communities. Kris Chiu and Brian completed a tour of all four municipalities on Friday, March 17, 2023.

SLATE BELT COUNCIL OF GOVERNMENT (SBCOG):

SCHEDULED not yet confirmed

Friday, March 24 8:00 a.m.

– One Day Training Session for QUES 550 Camera System

A rental fee will be charged to rent the system

MISCELLANEOUS:

Total Assessed Value of the Borough as of November 1, 2022 = \$68,181,100

Total Assessed Value of the Borough as of December 5, 2022 = \$68,392,300

INCREASED VALUE OF \$211,200

PA American Water – 58 Fire hydrant Rentals

Monthly rental fee increased from \$1,074.56 to \$1,198.70 (11%)

PARK:

Trail Update:

UPDATE - Grant Submitted to Local Share Account (LSA- Gaming Funds)
Installation of New 8' wide sidewalks/curbs along Third Street and the remainder
of South Lehigh – Steel Shelter (20'X20'X7'6" small pavilion)
TOTAL REQUEST - \$480,000

AWARDED – CFA Meeting, Thursday, March 16, 2023

AMOUNT = \$375,000

BRIDGE:

MultiModal Transportation Fund Program (MTF)
Applied for funding for transportation grant July 2022
Project Budget = \$1,356,032
Grant Amount Request = \$1,106,032

AWARDED – CFA Meeting, Thursday, March 16, 2023

AMOUNT = \$200,000