

**BOROUGH OF WIND GAP
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The Council meeting of the Borough of Wind Gap on Tuesday November 20, 2018, was called to order at 7:00 p.m. by Council President Alex Cortezzo III, at which time he reminded those present that the meeting was being recorded. In attendance were Councilmen: Dave Hess, George Hinton, Mike McNamara, David Manzo, and Jeff Yob. Also in attendance were Mayor Mitchell D. Mogilski Sr., Borough Solicitor Ronold Karasek, and Borough Administrator Louise Firestone. Absent was Councilman Kerry Gassler and Borough Engineer Brian Pysher.

PUBLIC COMMENT

1. Adrienne Fors of Waste Management came before Council with the November Landfill Operations Update.

Grand Central Landfill has completed approximately 90% of the gas well collection project. There are still 4 more wells to drill. These wells will greatly reduce the possibility of any odor nuisances. Once the next lift is completed, the landfill will install approximately 3,500 linear footage of horizontal gas collection piping.

Grand Central began the capping project the week of November 5, however due to weather conditions, this project has been delayed several times.

Landfill tonnages are currently holding steady around 2,400 tons per day.

The landfill crews continue to prepare for winter conditions with the inclusion of temporary litter fences and repairing of current fencing.

Grand Central Landfill website continues to be updated and includes the monthly landfill update notices. Grand Central received Wildlife Habitat Council Certification. The team and its' community partners have earned Gold Status and were recognized at this year's conference held in Baltimore, MD.

APPROVAL OF MINUTES

On motion by Dave Manzo to approve the November 5, 2018 minutes and seconded by Mike McNamara. Roll call taken. Council agreed unanimously.

NEW BUSINESS

1. Resolution 2018-11 – Local Gaming Grant Application Approval – Borough

On motion by Jeff Yob to approve Resolution 2018-11 – Local Gaming Grant Application along with the \$100 application fee and seconded by George Hinton. Roll call taken. Council agreed unanimously.

2. Resolution 2018-12 – Local Gaming Grant Application Approval – WGMA

On motion by Jeff Yob to approve Resolution 2018-12 – Local Gaming Grant Application and seconded by Dave Manzo. Roll call taken. Council agreed unanimously.

3. Approve 4th Qtr 2018 Animal Control Municipal Share – Louise Firestone reported that the C.O.G. has a signed agreement and an insurance policy with the new Animal Control Officer. They are requesting that we release the \$340 for the 4th quarter, we only paid one payment this year.

On motion by George Hinton to approve the 4th Qt. Animal Control Municipal Share payment of \$340 and seconded by Mike McNamara. Roll call taken. Council agreed unanimously.

4. PLGIT Check Authorization Approval – Louise Firestone reported that we had to pay Bracalente Construction out of our Liquid Fuels and since we have not utilized Liquid Fuels since 2012, we do not have current signatures on file. They provided new signature cards that need approval through Council for the changes. Council President, Vice President and Borough Administrator will be the signers on that card.

On motion by George Hinton to approve the check authorization approval for the State Liquid Fuels Account and seconded by Jeff Yob. Roll call taken. Council agreed unanimously.

5. Male Road Culvert – Brian Pysher had requested that Council discuss the clogged pipe on Male Road, they believe by the overpass. Petrucci, for JERC, is willing to pay for a jet-truck to clean it out. Brian assured us that he and Rich Fox will be on-site to do the inspection and to keep an eye on what they are doing and Petrucci will pick up the bill. Alex Cortezzo said that this might take care of some of the water issues. Jeff Yob stated that he has concerns about a developer paying for a Borough issue prior to their development receiving approval. George Hinton went to the round table discussion hosted by Lehigh Valley Planning Commission (LVPC), there were approximately 35 people there from different municipalities. The discussions focused what are the bigger problems within the Slate Belt related to development and he said that as far as Wind Gap, the Borough cannot handle any more traffic. Our roads, bridges and infrastructure is not built for all the traffic that development has generated. The roads can only be so wide, so why not think about a bypass road from 512 over to Male Road to alleviate some of the problem. They are supposed to be coming out December 5th. They are having another document coming out that we can apply to Lehigh Valley Planning Commission. There was a lot of support, the Municipalities spoke about truck and vehicle traffic and Wind Gap should continue to be in attendance during future discussion meetings.

On motion by George Hinton to deny the offer from Petrucci/JERC to pay to have the culvert on Male Road cleared out and to have Rich Fox get a quote to get a back-truck in to clean out the culvert and seconded by Jeff Yob. Roll call taken. Council agreed unanimously.

6. Enactment Ordinance 499 – Slate Belt Regional Cost Formula - Attorney Karasek reported that this will be on the agenda for December 3, 2018.

7. Attorney Karasek had a question regarding the Tax Ordinance, should this be drafted the same as last year allowing the residents to pay in three installments. Council said yes.

The Zoning Ordinance in respect to advertising, will be on the workshop in December, he would like to move it to the first week in January if Council agrees. Council agreed to move this to the first of the year.

Attorney Karasek reported that he spoke with Bill Murphy, the Solicitor for Easton, he suggested that we contact Thomas Hess, the Easton City Clerk, to obtain a copy of the Easton Fireworks Ordinance. He submitted an Open Records Request and should be hearing back from Mr. Hess in the near future.

OLD BUSINESS

1. Borough Building/Garage Sale – Louise Firestone reported that she and Brian Pysher had a meeting with the architect today. They are looking to get the specs put together by May 2019.

2. Open Positions – Alex Cortezzo reported that Council should look into advertising for the open/vacant positions on all the Borough boards.

On motion by Jeff Yob to seek advertisements for the open positions and seconded by George Hinton. Roll call taken. Council agreed unanimously.

3. 2019 Budget – Council had a budget supplied that still contained a shortfall.

On motion by George Hinton to accept the budget with a 2/3 mill increase and seconded by Mike McNamara.

After further discussion, it was decided that to balance the 2019 Budget more funding would come out of the Capital Reserve and Money Market Accounts.

On motion by George Hinton to amend the motion to approve the budget at a half mill increase for the 2019 Budget and seconded by Mike McNamara. Roll call taken. Council agreed unanimously.

On motion by Jeff Yob to advertise the budget, as written and the millage and seconded by George Hinton. Roll call taken. Council agreed unanimously.

COMMITTEE REPORTS

1. EMS – Nothing to report.

2. Fire – Mike McNamara reported that the tree lighting ceremony is scheduled for Sunday, November 25 at the new Social Hall not at the Municipal Complex. George Hinton reported that there was 14 calls for the month of October and a total of 142 for the year.

3. Regional Police – Dave Hess reported that Police Department responded to a total of 550 calls for service, 149 were for Wind Gap.

In October, Officers took part in a Public Safety Fair created by Officer Long. This was held at the Wind Gap Middle School and was well attended by other Public Safety organizations and citizens. SRO's and Chief Mettin attended the ALICE Parent Night to go over the concepts in ALICE and how students will go through learning the new program. Officers volunteered their time for the first Slate Belt PAL Basketball night held at Weona Park. Officers played basketball with local youth. Pizza and drinks were provided. Officers stood by at the Pen Argyl High School Spirit Week pep rally and bon fire at Weona Park. Time for these officers was reimbursed by the Pen Argyl Area School District. The Department held its first "Coffee with a Cop" with a nice turnout from several residents. Additional outings were held on November 13th at Wind Gap Borough and November 14th at Plainfield Township.

Chief Mettin is planning to hold a community meeting in the wake of the Pittsburgh, Tree of Life Synagogue shooting to speak to citizens about what to do if an event were to happen in a local building of worship. The Chief is in the planning stages and would like to hold this meeting sometime in mid-December.

4. Emergency Management – Jeff Yob reported that the County Emergency Management Services are working on updating the EOP as required. They hope to have that ready for us to approve in January.

5. Zoning – Mike McNamara reported that the Zoning Officer submitted a report for the month of October. She is doing a good job. Deb Harbison said that the Zoning Office is in the office on Friday mornings, she goes out as needed and when her staff rides through the Borough, they report back to her should they see any projects being done or needs to be addressed. The Zoning Hearing Board meeting for JERC that was scheduled for December 5th has been cancelled, a new date will be scheduled for January.

6. Planning – Attorney Karasek reported that he received a copy of the LVCP Stormwater Management Review for Tyrone Klump, Third Street Development. He only gave us an extension of time until the end of December. If the Borough doesn't get another extension, some action will need to be taken on that plan before December.

7. Municipal Authority – Build Outs – Jeff Yob has nothing to report but he would like to know where we are with the lateral. Louise Firestone said the one question that Brian had was regarding approved contractors. The Rules and Regulations of the Wind Gap Municipal Authority does not address obtaining quotes from other approved contractors so a letter was sent to the Borough which is very ambiguous, it is not dated, signed, or part of the Rules and Regulations, it says that they will charge the hourly rate. Do we need to hook up now or do we wait until there is construction, is there more than one lateral required to hook up? Do we need to sit face to face and talk to someone instead of sending e-mails, maybe something is getting lost in translation. Jeff said that we previously voted on installing the lateral at the main to the curb line, that is what we approve to have done and he is not sure how that got lost. We also approved the expenditure to have Schmauder do it. Louise replied that after Council approved hooking up, the Borough was never provided the proposal and when it did show up it was made out to the Wind Gap Municipal Authority, which the Borough cannot sign and execute. Who goes back to Schmauder to ask for a new proposal, do we want to get a proposal from someone else, this is the tax payers' money. Jeff said that they pre-qualify Schmauder to do the work based on his expertise and the amount of work that he had done for them. If another contractor is used or we do it internally, we have to pay their employees to stand and watch the contractor do the work. Above and beyond paying for the contractor, we would have to pay the wages of whoever the inspector is to be on-site. George Hinton asked if, since we are hooking two buildings up, do we need to install two laterals. Jeff said we would only need one lateral off the main. George said that he would feel more confident if that was in writing from them that it was okay for one lateral. Jeff added that it may be smart for us to do that at this point now that we are further down the road then we were 6 months ago for the new building. Otherwise we would have to put a grease separator in for everything when we can just put in a separator for that lateral. We can ask the questions and get them addressed.

Alex Cortezzo would like to ask for a formal letter to be sent asking if they would like to bring the administrative functions to open discussion to bring the administrative function to the Borough rather than paying rent for property on S. Broadway and hiring other people to do the work, bringing it and paying the Borough to do these functions at a more convenient location for the residents in town. Jeff said that you say administration do you want to administer how the Authority operates on a day to day basis or oversee the cash functions, payments, recording deposits, that process. Alex said that the Authority Board should administrate the Sewer Authority. Jeff said that if they allow us to do the bill collections they will still want to hire a part

time administrator to do their due diligence and communicate with their professionals. Dave Manzo said that this should be discussed with them.

On motion by Jeff Yob to send a letter to open discussion with the Municipal Authority for collaborations and operations and seconded by George Hinton. In favor: D. Manzo, M. McNamara, J. Yob, A. Cortezzo, G. Hinton. Opposed: D. Hess. Motion carried 5–1.

8. Streets – Jeff Yob reported that there are a lot of projects going on. They did well with the magnitude of the storm. He would like to thank the Street Department, the Fire Department who assisted and helped orchestrate road closures and allowing the Street Department the ability clear the State roads. Everyone should have a copy of the Street Report, if there are any question let him know. Jeff will talk to Rich regarding leaf collections. The Christmas lights are up.

George Hinton asked if we could sit with Plainfield and come up with an alternate route to get people, not going over the mountain, off of Route 33. There are other roads, through the back roads that could be used if there was some type of coordination between us and Plainfield to keep a corridor open. In the future if we have a plan with Plainfield maybe we can open up another corridor to get across. Jeff said that if they are on a State road they have to get off on a State road. Dave Hess said that we cannot take any more traffic, this was not the lack of snowplows or how fast the snow was falling, it was the amount of traffic on the roads when this started and everyone stopped, there was nowhere to go. It would be good to have a local discussion. Jeff will bring this to the local EM Coordinator.

9. Park/Concession Stand– George Hinton said that we need to pick a night and reach out to Tony and Doug. Alex Cortezzo said that we should put a meeting together for the evening of December 6, 2018 in the Council meeting room.

10. Tipping Fees – Nothing to report.

11. C.O.G. – George Hinton reported that at the meeting they discussed the Animal Control Officer. The problem we have is with cats, the Animal Control Officer handles dogs. At the round table they discussed traffic.

12. Slate Belt Rising – George Hinton reported that they had their annual meeting at the Wind Gap Social Hall. Dave Manzo said that that he and Mike attended the meeting. The meeting went very well, the County Executive was there and awards were given out. They were impressed with the building and the food provided was good. They are going to start doing stuff on Broadway, Cafe on Broadway and the Gap Theatre.

13. Mayor's Report – Mayor Mogilski reported that he attended the D.E.P./Synagro meeting at the middle school. D.E.P. will evaluate the comments they received.

Mayor Mogilski has been calling the U/S Treasury for unclaimed property that belongs to Wind Gap Entities. He has received the paperwork and has sent it to each respective entity.

Mayor Mogilski thanked all those who helped to plow and keep our streets safe. Kudos to our Street Department and the Councilmen who helped.

14. Jeff Yob said that when he was he voting, Keith Lysek said that there was an interest in having the polling location changed. We have to send a letter to the county suggesting that we would like to have the polling place changes and moved from our building.

On motion by Jeff Yob to have the Borough Office contact the Board of Elections at the County for the procedure to move the polling place to the Wind Gap Social Hall and seconded by George Hinton. Roll call taken. Council agreed unanimously.

15. Louise Firestone informed Council that Brian Pyshe said that the heater in the garage is operational it is just not hooked up to the exhaust fan as of yet. They have the burner switch turned off so it will not fire up. This will be resolved tomorrow so the garage will have heat for expected cold temperatures starting this Thursday.

ADJOURNMENT

On motion by Jeff Yob to adjourn the meeting of November 20, 2018. Council agreed unanimously. The meeting of November 20, 2019 adjourned at 8:06 p.m.

Louise Firestone – Borough Administrator