

**BOROUGH OF WIND GAP
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The Council meeting of the Borough of Wind Gap on Tuesday March 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, Kerry Gassler, David Manzo, Mike McNamara, Dave Valley, and Jeff Yob. Also in attendance were Mayor Mitchell D. Mogilski, Sr., Borough Solicitor Ronold Karasek, Borough Engineer Brian Pysher, and Borough Administrator Louise Firestone.

PUBLIC COMMENT

1. Steve Reider, Director, Slate Belt Rising, updated Council on the banners and signs being purchased by SBR for each municipality. All four municipalities will be receiving 20 banners with brackets. These banners are not intended to replace current banners, but to offset and accent what is already in the Boroughs. They should be done by June 1st, in time for summer. Steve asked for help is needed to find locations for the two Gateway signs. The sign company will make the PA One call.

Slate Belt Rising will be hosting a Landlord workshop on April 28th. There is a Start Your Business class coming up with a B&B aspect added as part of the workshop.

Steve encouraged Council to be as active as possible. There are still volunteer opportunities available for the sub committees. If anyone is interested, let them know. If you know of any business that is looking for commercial façade work please refer them to Steve.

APPROVAL OF MINUTES

On motion by Dave Valley to approve the March 5, 2018 minutes and seconded by Kerry Gassler. Roll call vote taken. In favor: A. Cortezzo, K. Gassler, D. Hess, D. Manzo, M. McNamara, D. Valley. Abstained: J. Yob. Motion Carried: 6-0-1.

NEW BUSINESS

1. Waste Management Tipping Fees Update – Kerry Gassler reported that he will his recommendation available at the next meeting.

2. ARLE Grant / Traffic Lights – Bid Opening (Shortfall) – Alex Cortezzo reported that the engineer for Traffic Planning and Design opened the bids for the Traffic Light Synchronization project last week. This project is funded with grant money from the Automated Red Light Enforcement program. Unfortunately, there is a major difference between the original cost estimate for this project and what the bids came in through the bidding process. Brian Pysher explained that in 2012 Louise worked with a signaling company along with PennDot and filled out an Automated Red Light application. The signal company put together a proposal for the cost of the improvements and submitted that along with the grant application. In 2013 we were awarded an amount around \$85,000. After working with PennDot, working through their interchange project, and hiring a consulting Traffic Engineer, PennDot finally approved the bid

specifications. They were advertised and last Tuesday we received three (3) bids and the low bidder was approximately \$40,000 more than the original cost estimate. That is \$40,000 greater than the amount of money that the Borough was granted. Our Traffic Consultant sent us a break down of the bid openings. The bids are good for approximately 60 days according to the language in the bid specs so if the Borough needs additional time to decide how to fund the project, an extension from the bidder would be required. Some of the clarification as to why the difference in numbers from TPD's opinion was the amount of time that passed since the original grant. They did suggest potentially going to back to PennDot or Lehigh Valley Planning Commission to see if there are any grant monies available, but there is no guarantee that there is additional funding out there. When PennDot reviewed the specs, they also had their Municipal Services representative review them, Tony Dougherty thinks that as long as we have the pre-approval form done the Borough could utilize Liquid Fuels. The Borough has a significant amount of engineering through Traffic Planning and Design (TPD) invested in this project. Alex Cortezzo said this is a major project that benefits more than Wind Gap Borough. This is a project that has been worked on for the past 7 years. Dave Hess suggested that we contact Senator Scavello and State Representative Marcia Hahn who were at the initial meeting when the need of synchronizing the lights was originally discussed. Alex said this will be tabled until our next meeting and we will reach out to our Representatives.

3. Generator – Dedicated 1,000 Propane Tank Purchase (Proposal) - Brian reported that he met with a representative from Lessig to go over the additional hook-up for the generator. The concern is the current capacity the Municipal building has and if the generator was required to run at full load with all the utilities on in the building it could potentially vaporize the propane resulting in the tank freezing up and ultimately not discharging any propane at all. Eastern Propane provided a proposal on an additional 1,000 gallon tank that can be buried adjacent to the one we have and hook it up in series so we would have a 2000 gallon reservoir to feed the facility. Alex asked what the time table is for the generator. Brian said he is waiting on Wind Gap Electric. He reached out to them last week, sent them the cut sheets that they requested and their response was that their site supervisor would get in touch so he and Rich could meet with them and determine where the conduits have to go and the pad.

On motion by Jeff Yob that if the cost of adding the second propane tank can be included with funding from the grant to move forward with the project and seconded by Dave Manzo. Roll call taken. Council agreed unanimously.

4. Dave Hess reported that regarding Emergency Management and the Slate Belt Police Department, the Police Chief and Dave have been speaking with a representative that provides the Nixel System, an emergency alert system. It allows the Borough to reach every landline telephone, via automated system, and text messages to every cellphone that registers with the system. There is no charge to use the system. Dave will further investigate and collect information.

5. Kerry Gassler reported that there are radar signs for speeding that he has seen in other Municipalities. He asked Council to consider how the signs would be beneficial within Wind Gap Borough. This topic to be further discussed.

6. Kerry Gassler said that regarding the web-site, in the Borough News on page 81, Local Government Sites.com and triscari.com, there are a lot of things that could put the Borough up to date.

OLD BUSINESS

1 Resolution – Regional Intelligence & Investigative Center – Attorney Karasek said this has been prepared and ready to be adopted. This Resolution was proposed through an email that was received from the Northampton County Representative and from Police Chief Mettin. It resolves that the Borough Council requests that Northampton County contribute \$500,000 annually to the Regional Intelligence Investigative Center to help maintain its services, not only to the Slate Belt Regional Police Department, but to all Municipalities within the County who could benefit from this enhanced level of support in Criminal Investigations.

On motion by Jeff Yob to adopt Resolution 2018-01 in support of the Regional Intelligence and Investigative Center seconded by Kerry Gassler. Roll call taken. Council agreed unanimously.

2. UCC Board of Appeals Intermunicipal Agreement / Opt-In Update - Attorney Karasek reported that shortly before 2004 the Borough had opted-in to enforce the UCC. After research he found that in 2004 Borough Council did, by resolution, agree to be part of the COG UCC Appeals Board. This was never changed even though we opted-out of the UCC. Now that the Borough has decided to opt back in, Council only has to adopt a resolution stating that we are back in and the same things we agreed to back than we agree to now.

On motion by Kerry Gassler to have Attorney Karasek prepare a Resolution stating that we are still in the UCC Board of Appeals following the regulation set forth and seconded by Dave Valley. Roll call taken. Council agreed unanimously.

Attorney Karasek will send Council a copy of what was originally signed with a copy of the Resolution that was prepared and a copy of the application for appeals with the fee schedule.

3. RFP – Architectural Services - Attorney Karasek reported that Brian forwarded him the RFP for review. Brian Pysher said the ARLE grant was advertised on PennBid website, which is a State website allowing construction and design companies to bid on municipal jobs. Brian reported that he has never used PennBid for bids, but has subscribed to it and recommends that the Borough utilize it for the architectural RFP.

On motion by Jeff Yob to send the RFP out on PennBid for architectural services and seconded by Dave Valley. Roll call taken. Council agreed unanimously.

4. Recoupment of Fire Company Costs and Expenses – Alex Cortezzo reported that Council has a copy, but they have not had a meeting with the Fire Company yet. Attorney Karasek stated that Louise sent him an email with recommendations made by the Fire Chief and Assistant Chief. Attorney Karasek said that if Council is comfortable with these numbers, he can start working in it. Jeff Yob said he would like to see something put into this Resolution that whatever the billing cost is, it does not exceed the FEMA Guideline Costing for Reimbursement. There are already numbers out there that the Federal Government allows you to charge for if we have a State of Emergency to back bill the State to get reimbursed. Alex said we need to do research on the numbers. Attorney Karasek said that 10 years ago the Borough enacted a resolution which allowed the Fire Company to seek reimbursement for reasonable expenses and fees in responding to environmental or hazardous spill or events, other safety or rescue recovery incidents such as auto accidents, etc. We have something already in place, it does not talk about fires. It talks about hazardous material releases or spills, environmental incidents, safety rescue recovery incidents, and vehicular accidents as permitted by the PA Hazardous Material Emergency Planning and Response Act. This resolution was done in specific response to that Hazardous Act that PA enacted. We already have something in effect that he may refer to in any new resolution. The resolution was 2008-02.

5 Deputy Tax Collector Update – Louise Firestone reported that she did not receive the application completed to forward to the Surety Company. Attorney Karasek stated that in response to the question of the physical address of Ms. Weaver, it should be on the paperwork. Mrs. Sutter will be invited to attend the next Council meeting to have further discussion on this issue.

COMMITTEE REPORTS

1. EMS – Dave Manzo reported that the Ambulance had 127 call from the 21st of February to today, 99 911 calls, and 38 transports.

2. Fire – Mike McNamara reported that they were kept busy due to the weather and outages. The new Social Hall should be completed within the next three months.

3. Regional Police – Dave Hess reported that in February the Slate Belt Police Department responded to 406 calls, 114 were for Wind Gap. A check was received from Wind Gap Chevrolet for the purchase of seven Body Worn Cameras. The cameras and software are being set up. A new recording policy will be drafted for Commission approval.

Bushkill Township Police and Slate Belt Regional Police will be applying for a Justice Assistance grant to purchase Automated License Plate Readers for both departments. Applying jointly should improve the likelihood of approval of the application. The total cost for the project is estimated at \$78,000.

Brian Pysher asked Dave to let the Chief know that going forward with the ARLE Grant, there will be a small training session and a computer will need the software installed.

4. Emergency Management – Jeff Yob reported that he is still working with Louise on the Hazard Mitigation. During the storm, when we had no power in the region, we could not communicate with County EMA. The County was supposed to purchase satellite radios and distribute them or have them available within the region so if we lost cell and phone service we would have a way communicating. They are aware of this and understand some of the issues. Alex said Plainfield Borough will be reaching out to the Borough EMA and the Police Chief to have a meeting regarding a comprehensive plan as far as a shelter goes. There was miscommunication through Fire Companies about the Middle School being opened up as a shelter. Tom Petrucci mentioned that Plainfield is purchasing small generators to hook up to their 2 traffic lights to power the lights during power outages. Their quote was \$1,100 per generator per hook-up, including cables. Does Council want to look at this for our stop light in town? Louise said she spoke with Tom and he was going to check on a quantity discount. Brian will run this by Tony Dougherty from TPD to make sure this will not affect the ARLE system.

5. Zoning – Nothing to report.

6. Planning – Dave Manzo reported that the Planning Commission Meeting scheduled for March 15th for Tyrone Klump's Third and Washington Street project was cancelled. There is a meeting scheduled for April 3rd for Albanese and Grimes Water Street project. Brian reported that Tyron Klump resubmitted his plans. Brian did a review and they still have a number of issues that they need to work through so, they tabled it.

7. Municipal Authority – Jeff Yob reported that the reality that based on the new projects coming into place, such as the Green Knights development, and Petrucci Warehouse Site, there is not a lot of capacity to throw around at the plant. They have been talking with State Representative Mario Scavello to find funding to help reduce the infiltration of the system.

Jeff said they before the end of the summer, he would like to see progress by the Borough with respect to hooking up to the sewer, even if we do not tie into it immediately. The Municipal Authority's concern is, how can they enforce their rules and regulations if the Borough itself ignores the rules and regulations.

8. Streets – Jeff Yob reported that our Street Department does a fantastic job in inclement weather.

Louise, Brian and Rich collected data for potential projects for the summer. Fairview and Alpha Avenue were identified as streets that are in need of an overlay. The Street Department is capable and fixing the base prior to a contractor doing the overlay work. The intent is to utilize our Liquid Fuels for the overlay projects. Jeff said he agrees with the list, but he is concerned with Male Road where the seams are buckling. We really need to do something there as well. Rich Fox acknowledged that there is some movement on that road, but it will settle down and he does not want to get real aggressive with repairs on Male Road because of what Muschlitz and Green Knights have going on down there, hauling out shale. Jeff suggested that maybe we should add Male Road to the list to seal that road, at least that portion to keep water out. Brian said the Green Knight Economic Development Corporations project requires the utilities to come up Male Road.

On motion by Kerry Gassler to put the 2018 Street Projects as presented out to bid with Male road being the alternate added with possible base repair and slurry seal coat and seconded by Jeff Yob. Roll call taken. Council agreed unanimously.

Jeff asked Rich how we are on salt. Rich said we took our limit this year.

Rich reported that the cable on the 2006 DMC dump truck snapped and they fixed that and changed the transmission lines.

Alex asked for an update on the new street worker. Jeff said one more person needs to review the applications and then they can schedule interviews.

9. Park – David Valley reported that Summer Sounds are going good, 6 bands have been booked. We changed the format for the sponsorship that were sent out and included a return envelope. Their goal is collect at Summer Sounds at least 3 times this year.

10. Tipping Fees – Kerry Gassler will have an outline for next month.

11. C.O.G. – Mayor Mogilski reported that the biggest focus is the animal shelter, getting everyone together and a legal way of doing it.

12. Slate Belt Rising –. Steve Rider gave a report at public comment.

13. Technology – Alex Cortezzo thanked Kerry Gassler for the information he presented earlier in the meeting.

14. Borough 125 Anniversary – Fireworks – The committee will schedule a meeting to discuss.

Mike McNamara recommended pouring concert outside all the garage doors because it is sinking. Jeff said we should coordinate to have something done this year.

14. Mayor's Report – Mayor Mogilski reported that the topic of calling a snow emergency was discussed during a Slate Belt Regional Police meeting. It was thought that the Chief of Police could call the snow emergency for all three municipalities so they are effective at the same time. The SBRPD Attorney advised that it is the responsibility of each individual municipality to declare the snow emergency.

Jeff said that he gets emails two or three times a day regarding storm conditions. He will forward them, when possible, to the Mayor.

Mayor Mogilski reported that he did swear the Firemen in at their meeting last night.

ADJOURNMENT

On motion by Dave Valley to adjourn the meeting of March 20, 2018. Council agreed unanimously. The meeting of March 20, 2019 adjourned at 8:50 p.m.

Louise Firestone – Borough Administrator