

The Borough of Wilson Newsletter



Winter 2024

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Call us:
610.258.6142

Visit the Borough website wilsonborough.org

SNOW & ICE EMERGENCIES

Just a reminder about inclement weather; When the forecast calls for heavy snow or ice the mayor can declare a snow emergency:

Ordinance § 162-18 Declaration of snow and ice emergency:

In order to facilitate the movement of traffic and to combat the hazards of snow and ice on the snow emergency routes named in § 162-20, the Mayor in his discretion may declare a snow and ice emergency, designated in this article as a "snow emergency." The Mayor may declare any snow emergency route or any part of a snow emergency route to be free from restrictions herein imposed when, in his opinion, the weather or street conditions warrant such an exclusion. Information on the existence of a snow emergency may be given by the Borough through radio, newspaper or other available media, and information on the termination or modification of the emergency may be given by use of the same media.

§ 162-19 Parking and driving restrictions on snow emergency routes.

After any snow emergency is declared, it shall be unlawful at any time during the continuance of the emergency for any person:

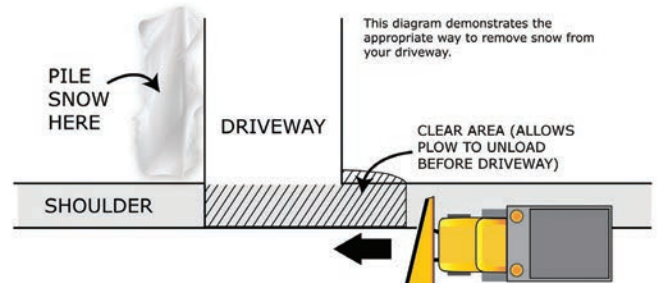
A. To park or leave unattended a motor vehicle or to allow that vehicle to remain parked or unattended anywhere on any snow emergency route designated in § 162-20.

B. To drive any motor vehicle on any such snow emergency route, unless that vehicle is equipped with snow tires, chains, all weather tires or studded tires that are approved by the commonwealth.

162-21 Emergency towing.

Any vehicle parked, stalled, incapable of moving under its own power or left unattended upon any street designated as a snow emergency route may be removed or towed to any other location by the Police Department at the owner's expense.

If you plan on going out of town during the winter months, please make arrangements with somebody who can move your car if it is parked on a snow emergency route. We do not like towing cars and it is very expensive!



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✓ Dedicated space, built for kids.

We are the largest Children's ER with 27 beds, a separate entrance and sensory-friendly spaces.



Breidegam Family Children's ER | Lehigh Valley Hospital-Cedar Crest, Allentown | LVHN.org/childrensER

WHAT IS A SNOW EMERGENCY?

A snow emergency is the term used to indicate the active response plan when a snowstorm severely impacts the Borough of Wilson. When a snow emergency is called you have 4 hours to remove all your vehicles from a snow emergency route; the snow emergency routes are listed below.

Cars parked on any posted Snow Emergency Route must be moved when a Snow Emergency is declared. Cars which are not moved will be towed at the owner's expense.

A snow emergency will be advertised on 69 news, WilsonBorough.org, Twitter, Facebook and Nixle. When a snow emergency is called you may park at the Meuser park tennis courts, Wilson High School parking lot and Jeffrey Field. Once the snow emergency is lifted you must remove all cars from those designated parking areas.

SNOW EMERGENCY ROUTES WILSON BORO

STREET	FROM	TO
FRONT STREET	25TH STREET	IRON STREET
IRON STREET	AVONA AVE	BORO GARAGE ENTRANCE
AVONA AVE.	IRON STREET	FREEMANSBURG AVE.
23RD STREET	FREEMANSBURG AVE.	BUTLER STREET
23RD STREET	FRONT STREET	FREEMANSBURG AVE.
24TH STREET	FREEMANSBURG AVE.	WASHINGTON BLVD.
21ST STREET	BUTLER STREET	NORTHAMPTON STREET
20TH STREET	NORTHAMPTON STREET	SPRING GARDEN STREET
18TH STREET	BUTLER STREET	NORTHAMPTON STREET
17TH STREET	BUTLER STREET	WOOD AVE.
15TH STREET	NORTHAMPTON STREET	SPRING GARDEN STREET
SPRING GARDEN STREET	15TH STREET	20TH STREET
FERRY STREET	22ND STREET	NORTHAMPTON STREET
LEHIGH STREET	21ST STREET	22ND STREET
FREEMANSBURG AVE.	18TH STREET	25TH STREET
BUTLER STREET	15TH STREET	25TH STREET
NORTHAMPTON STREET	15TH STREET	25TH STREET
WASHINGTON BLVD.	15TH STREET	24TH STREET

Wilson Borough 2024 Leaf Schedule will start Monday, November 4, 2024 - December 20, 2024

Monday – All Streets North side of Northampton Street

Tuesday - All North and South Streets from Northampton Street to Butler Street

Wednesday – All East and West Streets from Northampton Street to Butler Street

Thursday – All Streets from Butler Street to Freemansburg Avenue

Friday – All Streets from Freemansburg Avenue to Front Street

This will be the regular schedule unless it rains or we have a heavy pick-up. If your leaves are not picked up on your day scheduled it will be the following week.



CHRISTMAS TREE PICK UP

Chistmas Tree Pick-Up Schedule

Chistmas Tree pick-up will begin JANUARY 2, 2025, to JANUARY 31, 2025!

AFTER THAT DATE, THE RESIDENT IS RESPONSIBLE FOR DISPOSING OF THE TREE!

Thank You!

wilson Borough would like to thank the businesses and to recognize them each as supporters and cornerstones of our community. For it is with their contributions that this newsletter has been produced at no charge to our residents.

WILSON BOROUGH CODE ENFORCEMENT OFFICE

Did you know that all our ordinances are codified and online for all to see? Wilson Borough uses eCode 360 to publish and maintain all our ordinances. The ordinances are organized by chapter and are both searchable and printable. New ordinances are added upon adoption. You can find them by visiting the Borough website, under the Departments/Code Enforcement tab.

Many Forms and Documents can be found on the Borough's Website: Departments/Code Enforcement/Permits & Fee Schedule.

CODE VIOLATION PROCESS

Over the years, residents have asked about the Code Enforcement process and why it appears to take a long time for a resolution to a Code issue. This is just an overview; the actual process can be quite involved and time consuming!

It either begins with a complaint from a resident or an observation by Code Enforcement. The information received is reviewed against the Borough's Codes to verify that a violation does exist.

A letter is sent to the owner or occupant of the property explaining the issue, the code violated and a time to resolve it by. Most times, this is all that needs to be done, and the matter is taken care of. After a follow up, if the matter is not

resolved additional notices are sent to resolve the violation. If those notices are ignored, the property is posted with a copy of the sent notice(s) and timeframe by which the issue must be resolved. Where these attempts do not result in a resolution to the matter, a Citation or Civil Action is filed with the local District Justice. Should the defendant plead guilty and remit the fine to the Court, the matter is closed, even though the violation remains. If the defendant requests a hearing, one is scheduled before the District Justice. If the outcome of this hearing is a guilty verdict, a fine is assessed only and the defendant has thirty days to appeal the verdict to Common Pleas Court. If the defendant does not appeal after the thirty days, the fine must be paid. For the Borough to have the violation resolved, an enforcement action must be filed in Common Pleas Court. For an appeal at the Common Pleas level, the hearing process begins all over again and the previous fine is set aside. At this hearing, the Judge may uphold the District Court decision for the fine or overturn their decision.

Again, it is only a fine, an enforcement action may still be required to compel compliance with the Codes. This whole process can take a lot of time, but it is what the Code Enforcement Department is required to do as part of the enforcement process to gain compliance. -

FROM THE POLICE CHIEF - *Christian Meehan*

CURFEW ORDINANCE

Just a reminder about the Borough's Curfew Ordinance: Borough Ordinance No. 655 states that those under 18 years of age are not allowed out in public between the hours of 11:00 pm and 6:00 am unless that child is accompanied by a **parent or guardian**, going to or from work, on lawful business for their parent, returning from school or going to school, or on an emergency errand authorized by their parents.

Any child who violates this ordinance can be detained

until a parent or guardian can be notified. Parents will receive a warning for the first offense. Subsequent offenses will result in a citation with up to a \$300.00 fine.

THEFTS FROM VEHICLES

The Wilson Police routinely respond to reports of items stolen from cars or cars being rummaged through. The vast majority of these cars were left unlocked by the owners. Please lock your cars and call the Northampton County Dispatch Center at 610.759.2200 to report any suspicious behavior.

COUNCIL MEETING SCHEDULE 2025

January 13, 2025	July 28, 2025
January 27, 2025	August 11, 2025
February 10, 2025	August 25, 2025
February 24, 2025	September 8, 2025
March 10, 2025	September 22, 2025
March 24, 2025	October 13, 2025
April 14, 2025	October 27, 2025
April 28, 2025	November 10, 2025
May 12, 2025	November 24, 2025
June 9, 2025	December 8, 2025
June 23, 2025	December 22, 2025
July 14, 2025	

2024 - 25 HOLIDAYS (OFFICE CLOSED)

- 2024**
- November 11, 2024 – Veterans Day
 - November 28 & 29, 2024 – Thanksgiving
 - December 24 & 25, 2024 – Christmas
 - December 31, 2024 – New Years Eve
-
- January 1, 2025 - New Years Day
- April 18, 2025 – Good Friday
- May 26, 2025 – Memorial Day
- 2025**
- July 4, 2025 – Independence Day
 - September 1, 2025 – Labor Day
 - November 11, 2025 – Veterans Day
 - November 27 & 28, 2025 – Thanksgiving
 - December 24 & 25, 2025 – Christmas
 - December 31, 2025 – New Years Eve

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SEWER & GARBAGE BILLS

This is a reminder that Sewer/Garbage Bills are mailed 4 times a year; March, June, September, and December and due on the 30th of the month. The bills are mailed the first week of the month.

*If you do not receive a bill this doesn't mean the Borough has stopped charging you or that you don't owe anything, you MUST pay the bill by the due date to avoid late fees. ****

Please call the Borough Office 610-258-6142.



The Wilson Borough Fire Department is looking for interested residents to join the fire department. Experience is not necessary; we will pay for training. All positions are paid (pay is based on experience). Must be 17 years of age and live within 3 miles of the fire station.

If you want to become a firefighter in your community or have any questions, please contact the fire chief at 610-250-5481 or email firechief@wilsonborough.org.

Photos courtesy of Lehigh Valley Fire Pix



PAVILION - PARK RENTALS

Meuser Park Rental

- The rental of Meuser Park does not include the use of the pavilions or band shell area. Those are charged separately.
- Park only for **Residents \$150 rental fee and \$150 CASH ONLY** refundable cleanup deposit.
- Park only for Non-Residents **\$300 rental fee and \$150 CASH ONLY** refundable cleanup deposit.
- Public events held at Meuser Park will require evidence of liability insurance. Event liability insurance must be in the amount of \$1,000,000 naming Wilson Borough, Wilson Borough Council and Wilson Borough Employees as additional insureds.

Pavilions

The Pavilions are available for rental all year however, for the months from October through April the water will be turned off depending on the weather.

SMALL PAVILION

- **Resident - 100 plus a \$150 CASH ONLY** refundable deposit.
- **Non-Resident - \$150 plus a \$150 CASH ONLY** refundable deposit.

LARGE PAVILION

- **Resident - \$150 plus a \$150 CASH ONLY** refundable deposit.
- **Non-Resident - \$200 plus a \$150 CASH ONLY** refundable deposit.

NO REFUNDS WILL BE MADE FOR CANCELLATIONS.

Band Shell

The rental of the Band Shell does not include the use of the park or pavilions, those are charged separately.

- Band shell only for **Residents \$125 rental fee and \$150 CASH ONLY** refundable cleanup deposit.
- Band shell only for **Non-Residents \$150 rental fee and \$150 CASH ONLY** refundable cleanup deposit.

Public events held at Meuser Park will require evidence of liability insurance. Event liability insurance must be in the amount of \$1,000,000 naming Wilson Borough, Wilson Borough Council and Wilson Borough Employees as additional insureds.



PAVILION/PARK RULES

- No alcohol
- No DJ's
- You may use grills but you must take hot coals with you. No dumping.
- Pavilions must be cleaned and all refuse cans must be empty and refuse must be placed in the dumpster. The dumpster is located in the south west corner of the parking lot.
- NO PARKING ON THE GRASS.
- Use of band shell and park are charged separately.

YOU MUST APPLY AND PAY FOR USAGE OF THE PAVILIONS. NO EXCEPTIONS.

STRAUSSER COMMUNITY CENTER RENTAL

Rental fee is \$350 plus a cleanup deposit of \$150.00 cash ONLY. The Community Center is for residents ONLY. Payment must be made IN FULL no later than 30 days prior to your event!

Any returned checks will be charged a \$35 fee

***If you are making a reservation within 30 days of the date you must pay in all CASH! ***

Cancellations or Changes within 14 days of your reservation will result in forfeiture of your \$150 deposit.

PROVISIONS

1. The kitchen is available. However, the use of the kitchen equipment, i.e. stove, fryer, etc. is restricted to qualified people only, i.e. caterer, professional chef, etc.
2. The community center holds a maximum of 200 people and has tables and seating for 160 persons. There are 140 chairs and 15 (8ft) tables.
3. Police protection must be paid for by the Applicant.

4. No smoking inside the building.
5. **NO ALCOHOL OR ALCOHOLIC BEVERAGES ARE ALLOWED**
6. All areas must be cleaned, refuse cans must be emptied and refuse must be put in the dumpster located in the parking lot.
7. Person applying for the rental **MUST** be a Wilson School District resident and will be asked to provide a current driver's license when renting. The renter is also responsible for any loss or damage that may occur to the building or its contents.
8. Decorating will not be permitted on the walls or on the ceiling.

For additional information or to check availability please contact us

Call our Business Office at (610) 258-6142

Visit our Business Office at 2040 Hay Terrace, Easton, PA

E-Mail our Business Office Boroughclerk@wilsonborough.org

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DO I NEED A PERMIT?

The following guidelines apply to single-family dwellings, two-family dwellings, townhouses and structures that are considered to be an accessory to these types of residential structures.

***Please note there may be other residential uses/structures/scenarios that are not specifically listed on this document that may require Zoning Permits or Building Permits. This list is to provide general guidance but may not be all encompassing. Please call the Borough Office with any questions.

REQUIRED RESIDENTIAL PERMITS

Decks, Porches and Patio

- Requires a Zoning and Building permit application.

Porches or Decks with a Roof

- Requires a Zoning and Building permit application.

Enclosing a Porch or Patio

- Requires a Zoning and Building permit application.

Sheds & Garages

- Under 1,000 square feet of total floor area and accessory to a single family dwelling, requires a Zoning Permit Application
- 1,000 square feet of total floor area or larger, requires a Zoning and Building permit application.

Fences

- Fences 3 feet to 6 feet high requires a Zoning Permit

Swimming Pools

- ALL swimming pools that are capable of holding 24 inches or more of water requires a Zoning and Building permit application.

Hot Tub or Spa

- Indoor requires building permit application.
- Outdoor requires a Zoning and Building permit applications.

Additions

- Any size requires a Zoning and Building permit application.
- Garage attached to the house requires a Zoning and Building permit applications.
- Carport attached to the house requires a Zoning and Building permit applications.

Alterations

- Alterations that involve structural changes require a Building permit application.
- A Zoning permit may be required, depending upon the scope of work. Please do not proceed with a project of this type with out first contacting the Borough Office for guidance.

Changes to an Existing Mean of Egress

- Removal or change requires a Building permit application.
- A Zoning permit may be required, depending upon the scope of work. Please do not proceed with a project of this type without first contacting the Borough Office for guidance.

- Ramp requires a Zoning and Building permit applications.
- Exit Door requires a Building permit application.
- Stairs requires a Zoning and Building permit applications.
- Handrails requires a Building permit application.
- Guard System requires a Building permit application.

New Homes

- Traditional requires a Zoning and Building permit applications.
- Manufactured (New or used) requires a Zoning and Building permit applications.
- Modular requires a Zoning and Building permit application.

Demolition

- Residential Structure requires a Building permit application.

Sidewalk/Curb

- Sidewalk and Curb construction requires a Zoning permit application.

If a project involves:

- a. Removal replacement, re-enforcement or cutting of any structural beam or header or any load-bearing support wall requires a Building permit application.
- b. Work or service to the electrical service to the dwelling or an accessory structure that will require an inspection by the power company requires a Building permit application.
- c. Cutting away of any wall, partition, or portion thereof requires a Building permit application.
- d. Addition to, alteration of, replacement or relocation of any electrical wiring requires a Building permit application.
- e. Addition to, alteration of, replacement or relocation of any mechanical equipment requires a Building permit application.

- a. For example HVAC, furnace and hot water heaters.

Any portion of a dwelling or residential accessory structure that will be used for Commercial purposes (open to employees or the public) Require a Zoning permit application

Examples:

Most (if not all) of these examples will require variances.

- a. Professional offices
- b. Business office
- c. Notaries
- d. Beauty shops, nail salons, barber shops
- e. Car or equipment repair

Change of use requires Zoning and Building permit application.

Driveways require Zoning permit application.

Temporary structures require a Zoning permit application.

In-Law Suites requires Zoning and Building permit application.

Home base Business and No Impact Home Based Business requires Zoning permit application.

Residential Change of Use/Conversions requires a Zoning and Building permit application.

Please keep in mind that doing work regulated by the Uniform Construction Code (UCC) without a permit WILL result in an enforcement action being taken against you by the municipality, and upon conviction, you may be subject to fines and penalties up to and including \$1,000 per day of each violation.

Occupying any structure without a Certificate of Occupancy issued by the Code Officer is a serious violation and will also

result in enforcement action. Please do not occupy or begin using any structure without a Certificate of Occupancy.

If you fail to obtain permits, inspections and Certificates of Occupancy, it is very likely that you will have serious difficulties when you eventually try to sell your house or property, as all structures built since April 9, 2004, must have a legal Certificate of Occupancy.

ARE YOU A LANDLORD OR THINKING ABOUT RENTING YOUR PROPERTY? HERE ARE SOME THINGS YOU NEED TO KNOW.

Are you a landlord or thinking about renting your property? Here are some things you need to know.

A Certificate of Compliance inspection must be completed for each unit. The fee is \$150 per residential unit. **You may not have tenants move into the property until you receive a clear Certificate of Compliance.**

Every property owner in Wilson Borough, who rents any part or whole property, to any other person, must register the property with the Rental Administrator at the Wilson Borough Business Office within five (5) days. You must list all tenants' names and contact information (except children under the age of 18). Rental Registration fee is \$100 per unit. Any owner that fails to comply with the initial registration of a rental property is liable for fines starting at \$500 not to exceed \$1000 per infraction. Should you default on these fines you are at risk for imprisonment at Northampton County Prison.

Renewal of a rental property registration is \$100.00 per year per rental unit due by January 1st each year.

After January 1 payment is \$125

After February 1 payment is \$150

After March 1 payment of \$200

All landlords must obtain a Business License for \$60 each

year they are a landlord and are required to pay a Mercantile Tax of .0015% on all rent received from the previous year. When applying for a Business License you must have a Certificate of Liability from your insurance carrier that provides insurance to your business.

Any owner that fails to comply with Business License and Mercantile Tax are liable for fines starting at \$100 not to exceed \$300 per infraction. Should you default on the fine you will be at risk for imprisonment at Northampton County Prison.

When a tenant moves and/or you have placed new tenants in your rental you must notify the Rental Administrator by filling out a tenant change from within thirty (30) days.

If you sell the rental property, you must notify the Rental Administrator no more than five (5) days, after the date of sale.

Any owner that fails to comply with the requirements above will be liable fines starting at \$200 not to exceed \$1000 fine per infraction. Should you default on the fine you are at risk imprisonment at Northampton County Prison.

Residential Rental Administrator, Richard Wamsley
610-258-4525 | rwamsley@wilsonborough.org

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MAYOR

Donald R. Barrett Jr 610-253-0363
mayor@wilsonborough.org

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boroughsecretary@wilsonborough.org

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Steph Jones 610-258-6142
boroughclerk@wilsonborough.org

FOREMAN OF PUBLIC WORKS

Eric Flowers 610-258-6143
publicworks@wilsonborough.org

POLICE CHIEF

Christian Meehan 610-258-8746
cmeehan@wilsonpd.org

FIRE CHIEF

Joseph Sipel 610-253-2035
firechief@wilsonborough.org

RESIDENTIAL RENTAL ADMINISTRATOR

Richard Wamsley 610-258-4525
rwamsley@wilsonborough.org

HEALTH OFFICER

Theodore Veresink 610-573-3055
tveresink@gmail.com

TAX COLLECTOR

Dorothy Klass 610-252-5983
Dot511@rcn.com

EASTON SUBURBAN WATER AUTHORITY

3700 Hartley Ave | P O Box 3819
Easton, PA 18043-3819
info@eswater.net
610-258-7181 | Fax 610-258-7780

BOROUGH GARAGE

1415 Iron St
Easton PA 18042
610-258-6143

POLICE

2035 Butler St | 610-258-8746
Non-emergency 610-759-2200

FIRE DEPARTMENT

2041 Butler St
610-253-2035

MARY MEUSER LIBRARY

1803 Northampton St
610-258-3040
www.meuserlib.org

MAGISTERIAL DISTRICT JUDGE COURT 03-2-12, 3RD DISTRICT NORTHAMPTON COUNTY

Richard Yetter
1901 Hay Terrace | 610-258-4640

IMPORTANT PHONE NUMBERS

EASTON SUBURBAN WATER AUTHORITY

610-258-7181 | eswater.net

WILSON AREA SCHOOL DISTRICT

484-373-6000 | wilsonareasd.org

EASTON AREA JOINT SEWER AUTHORITY

610-250-6707 | eajsa.com

NORTHAMPTON COUNTY

610-829-6500
northamptoncounty.org

SUBURBAN EMS

610-923-7500 | suburbanems.com

LANTA BUS SERVICE

888-253-8333 | lantabus.com

MEALS ON WHEELS OF THE GREATER LEHIGH VALLEY

610-691-1030 | mowglv.org

LEHIGH VALLEY PLANNING COMMISSION

610-264-4544 | vpc.org

ASTOUND (FORMERLY RCN)

1-800-427-8686 | astound.com

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610-865-9100 | sectv.com

METED

1-800-545-7741
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MARGLE LAW OFFICES, P.C.

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Winter 2024

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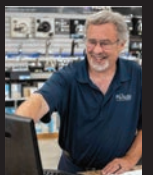
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