

**BOROUGH OF WIND GAP  
545 East West Street  
WIND GAP, PA 18091  
610-863-7288  
FAX 610-863-1011**

Wind Gap Borough Council meeting on Monday, October 2, 2023, 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 Steve Bender, Dave Manzo, Patrick Webber, and Jeff Yob. Also, in attendance were Mayor Wesley J. Smith, Borough Solicitor Ronald Karasek, Borough Engineer Brian Pysher and Borough Manager Louise Firestone. Absent were Councilmen Dave Hess and Alex Cortezzo.

**APPROVAL OF MINUTES**

**On motion** by Dave Manzo to approve the September 19, 2023, minutes and seconded by Patrick Webber. Roll call vote taken. In favor: S. Bender, G. Hinton, D. Manzo, P. Webber. Abstained: J. Yob. In favor: 4-0-1.

**APPROVAL OF EXPENSES**

**On motion** by Jeff Yob to approve the expenses in the amount of \$165,358.70 and seconded by Dave Manzo. Roll call vote taken. Council agreed unanimously.

**On motion** by Jeff Yob to approve the Constitution Avenue Pay Request No. 2 in the amount of \$102,069.00 and seconded by Patrick Webber. Roll call vote taken. Council agreed unanimously.

**SOLICITOR'S REPORT**

See attachment one (1).

**ENGINEER'S REPORT**

Brian Pysher reported that the contractors for Constitution Avenue are continuing to remove the existing inlets and storm sewer which will be replaced in time. Two of the cross pipes have been installed with one remaining pipe which will require one last closing of Constitution Avenue. The contractor uncovered an unknown perforated pipe under the blacktop that is parallel with the existing pipe. During the preparation of the trench for stone, they clipped a water service pipe which caused the trench to flood and when the wall washed in it exposed the previously unknown pipe. It appears that the pipe continues east running parallel with our trench line and causing cracks in the paving. The recommendation is to remove that pipe and backfill it with stone in order to avoid compromising the pavement during road restoration. This will require a change order to be issued by the contractor for time and materials.

Brian received an e-mail from Tom Duffy, Wind Gap Municipal Authority's Engineer. Tom informed Brian that the design work for WGMA proposed project on Constitution Avenue is being completed. The WGMA plans to solicit bids for the work next month and act on them at their next board meeting. The awarded contractor will be directed to order the material over the winter with the intention of completing the work within March/April/May 2024. We would

probably want to advertise February/March for our paving. If the Municipal Authority gets their project done March/April/May, we should be able to piggyback the road paving; we will be looking for a contractor for April/May/June for the final pavement restoration project.

Once the stormwater inlets are installed, the curbing contractor will come in and replace all the curbing. We will do the final paving and come springtime we will do the final overlay.

Super Heat submitted a budget number for the conversion of the Municipal Complex and the maintenance garage, converting both buildings over to natural gas. The dryer upstairs along with the range will need to be replaced. We need to discuss what we want to do with the generator. He spoke with Louise about potentially leaving the generator hooked to the propane tank. When we hooked up the generator, they were concerned that the main line was not enough to service the building and the generator. We ran a dedicated line to the generator. He received a quote from Critical Systems to convert the propane generator to natural gas for \$1,006.06.

Rich Fox has been going back and forth with the concrete contractor regarding availability for Roosevelt Avenue. The curbs should be installed tomorrow which will fix the water problem that we have had for years.

**On motion** by Jeff Yob to approve the conversion of the building generator from propane to gas and accept the quote in the amount of \$1,006.06 from Critical Systems and seconded by Dave Manzo. Roll call vote taken. Council agreed unanimously.

## **NEW BUSINESS**

1. Property Transfer Survey – George Hinton informed those present that the borough does not have an ordinance that deals with property boundary survey. He added this item to the agenda in order to initiate discussion. Does the borough want to require that a survey be completed when a property being sold and transferred to a new owner. Brian Pysher said the State of New Jersey requires land transfers to have a survey done, although he is not aware of any municipalities in the Slate Belt that mandate a survey. Attorney Karasek said that Bangor requires that, before you rent or sell a property, you must get an inspection by the building inspector and the building must be borough up to code based on the idea that the borough wants to make sure people are safe. Steve Bender said he wants to avoid expenses on the residents and if the resident wants to know where the property lines are, they can pay for a survey. Brian will check to see what New Jersey has and, with his surveying and other work experience, perhaps give us an idea of what he thinks should be part of an ordinance.

2. Home & Rental Inspection – George Hinton said that we should have houses and rental properties inspected to make sure everyone is safe. Brian Pysher said that Wind Gap has looked into this inspection process in the past, but nothing was ever adopted. The idea would be that when a rental property has new tenants an inspection of the property is completed to confirm that the property is up to code.

3. Boy Scouts Camporee - George Hinton said that the Boy Scouts have used the park in the past for the Camporee typically held in June from a Friday through Sunday morning. The Boy Scouts are requesting the park for May 3-5, 2024, for their Camporee next year.

## **OLD BUSINESS**

1. Proposed 2024 Budget

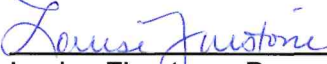
**On motion** by Jeff Yob to table the discussion until the October 17, 2023, Workshop Meeting and seconded by Dave Manzo. In favor: J. Yob, G. Hinton, D. Manzo, P. Webber. Opposed: S. Bender. Motion carried: 4-1.

## **PUBLIC COMMENT**

1. Several residents attended the meeting and voiced their opinions regarding several issues.

## **ADJOURNMENT**

**On motion** by J. Yob to adjourn the meeting of October 2, 2023. Council agreed unanimously. The meeting of October 2, 2023, adjourned at 8:03 p.m.

  
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Louise Firestone, Borough Manager