

**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 6, 2025, 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 Mark Crossen, Dave Manzo, Patrick Webber, Jason Boulette, and Alex Cortezzo. Also in attendance were Mayor Wesley J. Smith, Borough Solicitor Ronald Karasek, Borough Engineer Brian Pysher, and Borough Manager Louise Firestone. Absent was Councilman Steve Bender.

PUBLIC COMMENT

1. Randy Bray from 25 Roosevelt Street had questions regarding the storm drain. Brian Pysher is waiting to hear back from the contractor in order to present the proposal to Council.

APPROVAL OF MINUTES

On motion by Dave Manzo to approve the September 16, 2025, minutes and seconded by Patrick Webber. Roll call vote taken. In favor: J. Boulette, M. Crossen, G. Hinton, D. Manzo, P. Webber. Abstained: A. Cortezzo. Motion passed 5-0-1.

APPROVAL OF EXPENSES

On motion by Dave Manzo to approve the expenses in the amount of \$219,432.86 and seconded by Patrick Webber. Roll call vote taken. Council agreed unanimously.

SOLICITOR REPORT

Attorney Karasek reported that he has not heard back from the Teamster Union regarding Mr. Fox's matter. He completed research on compensation that can be charged by a Municipal Authority. He reviewed the construction cost estimate that was prepared by Brian Pysher, for Roosevelt Street. A letter was received from Tyrone Klump requesting release of securities on his Third Street Land Development plan.

George Hinton reported that the committee sat with the Teamster Union and accepted an offer with two minor changes. The Union Representative was going to get back to us and send a draft to Louise, but as of today nothing has been received. If necessary, we will reach out to the Arbitrator if the contract process is not moving forward.

ENGINEER'S REPORT

Brian Pysher reported that to date, Wawa has not resubmitted their final plans. Brian has been having ongoing discussions with Wawa's engineer. Also, Brian believes that PennDOT has made one review of those plans. He forwarded the information to our Traffic

Engineer, Peter Terry for his engineering traffic review. George expressed his concern with the width of State Road 512 related to the development.

Brian is still working on the Male Road pedestrian sidewalk project design and once completed he can meet with Gillmore and Associates. The status of the pending DEP permitting has not been corresponded, so Brian will contact Gilmore & Associates for an update.

Mark Crossen asked if School Alley will be paved and when. Brian said that the Municipal Authority has completed their project and after Council had previous discussions regarding the WGMA's offer to provide the Borough with compensation for paving, his recommendation was for the WGMA to hire a contractor to restore the alley paving prior to the winter.

NEW BUSINESS

1. Land Development for Tyrone Klump, Jr. Third Street Land Development As-Built Review / Securities Release – Collura Letter dated 9/25/2025 – Brian put a letter together that included his review of the required As-Built survey. Tyrone is asking that the money he has for security and improvement be released. All the improvements have been completed. Brian has not done the final inspection, hopefully he can do that this week. He does not have any issues with releasing the securities amount as long as the Borough retains 15%. He does not know if Tyrone will submit a bond or letter of credit for the securities. The metes and bounds description for Third Street was submitted and it was acceptable. Attorney Karasek will contact Tyrone after the official act is taken here and ask him to have his lawyer contact him regarding the Deed of Dedication.

On motion by Jason Boulette to release \$353,606.99 for the Third Street Land Development Plan and seconded by Patrick Webber. Roll call vote taken. Motion carried unanimously.

2. Approval of Appointment of Zoning Officer / Code Official Darlene Plank-Turlington
On motion by Patrick Webber to hire Darlene Plank-Turlington, as Zoning Officer at the rate of \$75 per hour for zoning and \$90 per hour for Zoning Hearing Board meetings and seconded by Dave Manzo. Roll call vote taken. In favor: G. Hinton, D. Manzo, P. Webber, J. Boulette, M. Crossen. Opposed: A. Cortezzo. Motion passed: 5 - 1.

3. Approval to Advertise for a Director of Public Works
On motion by Patrick Webber to advertise for a Non-Union position as Director of Public Works and seconded by Dave Manzo. Roll call vote taken. Motion carried unanimously.

4. Adoption – Resolution 2025-05 / 2025-06 – Northampton / Monroe Counties Local Share Account (LSA) – Grant Funding for Park Pavilion Project

On motion by Jason Boulette to adopt Resolution 2025-05 / 2025-06 – Northampton / Monroe Counties Local Share Account (LSA) – Grant Funding for Park Pavilion Project and seconded by Patrick Webber. Roll call vote taken. Motion carried unanimously.

5. 2026 DRAFT Budget Distribution – Louise Firestone distributed the DRAFT 2026 Budget for Councils' review with discussion to be held at the Tuesday October 21, 2025, Council Meeting.

6. Use of the Street Sweeper – Mark Crossen asked if the borough could utilize the street sweeper more than once a year. Is there a way to have it monthly, would this be possible? Louise stated that the sweeper is rented from the Slate Belt Council of Governments (SB COG) with a cost of \$100 a day with our street workers running the equipment. We rent the sweeper in the spring to clean up winter debris or prior to paving a street. Patrick Webber suggested renting the sweeper twice a year. George added that Council can have further discussion on this topic as the rental fee is related to the 2026 budget.

OLD BUSINESS

1. Park – Ordinance /Fees – Municipal Comparison Discussion of Current Ordinances - Jason Boulette presented proposed changes on behalf of the committee. We are looking for Council recommendations so Attorney Karasek can draft an ordinance. Dave Manzo would like a comparison of some other local communities and what they are charging. This will be tabled for the October 21st Council meeting.

2. Wind Gap Municipal Authority Board Compensation for Call Outs – Dave Manzo reported that he has been working on the Authority board members compensation for call outs. He has read compensation parameters through legislation and through the Authority booklet and found some discrepancies. He contacted the Association of Authorities and spoke to the government liaison who is familiar with compensation language and the liaison was confused by the legislation discrepancies also. The liaison will be sending this item to the Association of Authorities Solicitors for their interpretation. He is waiting for them to get back to him. George summarized the appointment process of WGMA board members. The WGMA advises the borough that a member's term is expiring or that they need a new member because a member resigns. The WGMA board makes a recommendation, and it is up to Council to take official action and appoint them. Along the way there was a lack of communication and cooperation between the WGMA and the borough. The WGMA drafted and adopted their own Rules and Regulations but never had them approved by Council. In those Rules and Regulations, the WGMA had a call out compensation rate clause, however they set the rate of pay and how they got paid, but Council was not made aware and no official action was taken to approve the compensation. Dave said that his goal was to review the Rules and Regulations and then have the current WGMA board approve eliminating this portion of the document. Dave also reviewed prior board members who were compensated for call-outs and discovered there was no consistency from member to member on how compensation was paid out. Attorney Karasek said that the By-laws of the authority state that it is the elected officials of the borough who set the compensation. Dave clarified that this compensation was instituted by prior Wind Gap Municipal Authority boards not the current appointed board. This will be tabled for another meeting.

3. Attorney Karasek put in a call to the attorney for 332 North Broadway. The attorney was going to contact Brian and the code enforcement officer to clarify what needs to be done to resolve this issue, but nothing has been done. Attorney Karasek advised that the Borough should move forward with requesting this to be listed for a hearing.

PUBLIC COMMENT / COMMENTS

No public comments were heard at this time.

ADJOURNMENT

On motion by Dave Manzo to adjourn the meeting of October 6, 2025. Council agreed unanimously. The meeting of October 6, 2025, adjourned at 8:09 p.m.



Louise Firestone, Borough Manager