

**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 Tuesday, September 16, 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 Steve Bender, Mark Crossen, Dave Manzo, Patrick Webber, and Jason Boulette. Also in attendance were Borough Solicitor Ronald Karasek, Borough Engineer Brian Pysher, and Borough Manager Louise Firestone. Absent were Mayor Wesley J. Smith and Councilman Alex Cortezzo.

PUBLIC COMMENT

1. No public comments were heard at this time.

APPROVAL OF MINUTES

On motion by Dave Manzo to approve the September 2, 2025, minutes and seconded by Patrick Webber. Roll call vote taken. Motion carried unanimously.

NEW BUSINESS

1. Adrienne Fors, Community & Municipal Relations Manager WM Landfill Update, Discussion regarding yard waste.

Adrienne thanked everyone who attended the zoning meetings in Plainfield Township, they are very grateful for the supervisors' vote to rezone their property. At this time, WM will be moving forward with their applications to start the process with the supervisors.

The landfill is averaging around 2,000 tons of garbage a day. The temporary cap is done on cell 17 / 18. The final cap going down in some areas in cell 18 are underway. The gas project will be starting mid-September.

The Recycling Facility ribbon cutting ceremony is scheduled for Thursday, September 18, 2025, in recognition of the facility's opening. Unfortunately, on that day there will not be actual tours of the facility. At the event, WM will be recognizing the Pen Argyl High School art students for their artwork that will be showcased.

The chili cookoff is scheduled for Saturday, September 27, 2025, from 11:00 a.m. to 2:00 p.m. The Wind Gap Volunteer Fire Company will be participating, so come out and support the non-profit organizations of our communities.

There have been calls coming into the Borough and to her phone regarding yard waste. This is a problem for all of us. The Pennsylvania DEP bans yard waste from being disposed of in the landfill. Recently the workers have been more focused on not taking yard waste as ultimately if a garbage truck is stopped and has yard waste, WM will be fined. Yard waste is defined as leaf waste, tree limbs, and Christmas trees. DEP recommends that these items be composted by putting them back into your lawn. Act 101 requires townships and municipalities with more than 5,000 residents to have a yard waste program. Since Wind Gap has less than

5,000 residents, the Borough is not mandated to have a yard waste program. The residents will be responsible for taking care of their own yard waste. Northampton County Solid Waste Plan is the first regional composting facility, which is the designated facility for the County. Scott Farms will also take yard waste that can be burned, for a fee. The other option is for residents to contact landscapers to take it for them. Unfortunately, they cannot bring it into the landfill. The WM workers were advised not to take bags of yard waste or tree limbs; they are to be tagged and not taken.

Mark Crossen asked Adrienne for clarification regarding the expansion of the landfill as people believe that the expansion can now happen because Plainfield Township passed the zoning, but there is more to this process. Adrienne responded that the next step for WM is the land development and conditional use hearings to allow for public input. Plainfield Township has the discretion to vote yes or no for conditional use. If that portion is approved, WM would then submit their application to DEP and go through many hearings. WM is only in the first step of the process for landfill expansion. She also confirmed that at the current rate of garbage disposal, there only exists approximately 4 ½ years of capacity remaining. The Borough should be aware of the decrease in tonnage because that will impact the tipping fees in 2026.

2. Jason Boulette asked that Borough Council observe a moment of silence in remembrance of Judge Douglas Schlegel who passed away on Monday, September 15, 2025.

OLD BUSINESS

1. Roosevelt Street – Drainage Issue – George Hinton reported that he and Brian Pysher met with a contractor to look at the project on Roosevelt Street. Unfortunately, the Borough has not received a proposal from that contractor. Hopefully we will have some information and options to present at the next meeting.

2. Wind Gap Municipal Authority Board Compensation for Call Outs (D. Manzo) Reference WGMA By-Laws 2009-4 – Dave Manzo reported that a few weeks ago, he was asked to review the By-Laws for the Municipal Authority. An amendment adopted by the Municipal Authority on November 18, 2009, allowed board members to get additional compensation for services at \$25.00 an hour. The current WGMA board discussed this topic at length, should it be eliminated, capped, or keep it as is. He called the Pennsylvania State Association of Authorities and the Pennsylvania State Association of Boroughs. He was informed by both entities that the only entity that could change compensation of a municipal authority board was the municipality that authorized the Authority, which is the elected officials of Wind Gap Borough. As the WGMA amendment was adopted in 2009, he went through the borough minutes of 2008, 2009, and 2010, but could not find a motion by Council that changed the compensation as reflected by the amendment of the Wind Gap Municipal Authority dated November 18, 2009. He also looked at the Wind Gap Municipal Authority for the same years and nothing specific was identified except they made a revision to their by-laws in 2009. This is why the amendments show up as November 18, 2009. The records indicated that the WGMA board was doing this for years, above and beyond their base compensation. Dave's suggestion would be to eliminate or cap the amendment at \$100 a month using a voucher compensation system. Dave will share the information that he received at the next WGMA board meeting. Attorney Karasek would appreciate the opportunity to review the Wind Gap Municipal Authority By-laws prior to making any determination, but believes that the State Associations that Mr. Manzo contacted would be a reliable source regarding Municipal Authority Board compensation questions. Dave to provide Attorney Karasek with a current copy of the By-laws.

3 School Alley – Repair of Alley Surface – Financial Compensation – WGMA - Brian Pysker recommends that the Municipal Authority pave the alley to avoid any major issues as the borough is currently not in a position to complete the paving project as originally intended this year.

On motion by Jason Boulette, the Borough recommendation is for the Municipal Authority to hire a contractor and have the alley restored and seconded by Mark Crossen. Roll call vote taken. Motion carried unanimously.

4. Park – Ordinance /Fees – Municipal Comparison - Jason will make a copy of the draft ordinance that has been worked on and forward it to Council for their review for future action to be taken.

COMMITTEE REPORTS

A written committee report was provided to Borough Council.

MAYOR SMITH REPORT

Mayor Smith was absent; and did not provide a written report.

PUBLIC COMMENT / COMMENTS

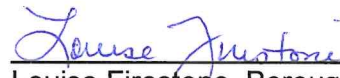
1. Jeremy Clark introduced himself as a candidate for the position of Judge of Northampton County. He is attending municipal meetings in order to meet those who help run the county.

EXECUTIVE SESSION

Wind Gap Borough Council went into Executive Session at 7:47 p.m. to discuss personnel issues. Council reconvened at 8:05 p.m. Council President George Hinton stated that no action will be taken this evening.

ADJOURNMENT

On motion by Dave Manzo to adjourn the meeting of September 16, 2025. Council agreed unanimously. The meeting of September 16, 2025, adjourned at 8:05 p.m.



Louise Firestone, Borough Manager

SEPTEMBER 16, 2025 MONTHLY REPORT

STREETS:

Installed No Parking signs in Oak Alley.
Purchased / replaced old Snow Emergency signs / DUI sign on Broadway
Purchased a Stihl hedge trimmer to remove all tree branches/vegetation around traffic signs in the Borough to allow for site triangle visibility.
Cleaned out stream beds of debris
Cold patched potholes
Serviced leaf vacuum for upcoming season

PENDING ITEMS:

Meeting on East First St for placement of Street Light – B. Pysner to schedule meeting with Met Ed for location of existing wiring.
Funding from Gap View Estates Escrow

MALE ROAD BRIDGE PROJECT:

Gilmore and Associates, Inc.: 8/1/25 - 9/9/25 \$6,361.00
Services included R. Jastrzebski, P.E., Sr. V.P. communication with staff regarding PA DEP GP-11 permit & required permit documentation, exhibits, etc.; substantial completion of bridge structure design & CAD drawings; substantial completion of roadway/bridge deck surface transitions; project administration, coordination, communication & correspondence.

POLICE:

July / August 2025 – Parking Violations

▪ Inspection – 3 total	\$30.00
▪ Parking Within 20' of Crosswalk – 1 total	<u>\$15.00</u>
	\$45.00

Next SBRPD Commission meeting is Thursday, September 18, 2025 at Plainfield Township Municipal Building.

Received DRAFT 2026 Budget proposal

EMERGENCY MANAGEMENT: Dave Hess, Emergency Management Coordinator

- REMINDER: All Elected Officials should complete NIMS IS-700 and ICS-100. Contact Dave Hess if there are any questions.

WASTE MANAGEMENT:

Neighboring Partnership Agreement: 45,455.68 tons (\$1.20 per ton)
August 2025 = \$54,546.82
Actual Funds Received in 2025 = \$460,681.61

FIRE COMPANY:

2025 Commonwealth State Aid Allocation is \$17,698.75

24 Calls for the Month of August 2025

- 1 ALS Assist
- 1 ALS – QRS
- 1 CO Alarm/Incident
- 7 Fire Alarms
- 1 Fire Rubbish / Trash
- 4 Fire Vehicle
- 1 Information
- 1 Motor Vehicle Accident Fire Request
- 2 Motor Vehicle Accident Injuries
- 1 Motor Vehicle Accident Unknown Injuries
- 2 Spill (Type)
- 1 Tree Don
- 1 Wires Down

PARK:

Installed top soil / seeded around new ballfield / batting cage / location of tree removals
Removed shrubs next to mower shed
Received quote from Schmauder Excavating for Rain Garden
– scheduled for Thurs. 9/18/25
New NVR Camera System installed at the park along with 4 new cameras

WIND GAP MUNICIPAL AUTHORITY:

Meeting, Wednesday, August 27, 2025
Bylaws – Board compensation questions
Updates of Article 11 of the Rules & Regulations
Results from TV'ing and jetting of the lines
Expansion of Plant office / locker room space
Two Ordinances – Recommendation to Council – WGMA would enforce
Business Grease Traps
Sump Pumps

PLANNING:

No Planning Meeting was held in September 2025

ZONING:

No Zoning Hearing Board was held in September 2025

OFFICE/BUILDING:

Effective August 1, 2025 per Agreement:

Verizon Cell tower's monthly rent increase from \$1,500 to \$1,530

FINANCIALS: – Balances as of August 31, 2025:

General Funds:	\$133,032.20
Money Market Funds:	\$1,204,923.43
Capital Reserve Funds:	\$2,328,784.06 ((\$551,430.51 – Sale of Borough Properties)
State Liquid Fuels Funds:	Current Balance = \$438,757.30 (Allocation Based on 9.36 miles / Population of 2720)

PLAN SLATE BELT – Multi-Municipal Comprehensive Plan:

The Slate Belt Multi-Municipal Comprehensive Plan Intermunicipal Cooperative Implementation Agreement was signed and dated April 22, 2025 – sent to LVPC Steering Committee Meeting scheduled for Thursday, September 4, 2025, was cancelled.

Following is a brief update about the RFP:

- RFP Questions For Response: **0** (as of 8/28)
- RFP Downloads: **25** (as of 8/28)
- RFP Timeline
 - RFP Issue Date: Wed, Aug. 13, 2025
 - Questions Due: Monday, Sep. 1, 2025, by 5 pm EDT
 - Answers to Questions Posted: Monday, Sep 8, 2025, by 5 pm EDT
 - Proposals Due: Tuesday, Sep. 30, 2025, by 5 pm EDT
 - **Proposal Review: Thursday, Oct. 2, 2025, at 7 pm EDT**
 - Potential Interviews: Thursday, Nov. 6, 2025, at 7 pm EDT
 - Latest Anticipated Notice of Award: Thursday, Nov. 13, 2025
 - Anticipated Beginning of Contract: Thursday, Dec. 4, 2025
 - Project Completion: Within 12 months after project commencement

MISCELLANEOUS:

Completed Worker's Compensation Audit for period July 1, 2204 to July 1, 2025 for AmTrust North America.

Attended Joint Meeting of Northampton County Council of Governments (COG's) & Municipalities, Wednesday, September 3, 2025, Virtual Zoom Meeting.

Agenda items included: LVACA Art Survey, Pennsylvania Fresh Food Financing Initiative, County Radio for Emergency Personnel (County Emergency Director, Todd Weaver was unavailable to participate) – information to be provided as a follow-up to the meeting.

Public Database for Blighted Properties, Tech Training at ArtsQuest, October 1, 2025 and the Northampton County Festival.

Completed Articles / Pictures for Fall newsletter