
Delaware Water Gap Borough Council Meeting Minutes November 3, 2025

Call to order

The Regular Meeting of the Borough Council of Delaware Water Gap was hosted at the Borough Hall via Zoom on Monday, November 3, 2025. The following officials were present: Vice President Charlie Bickart, Council Members Bill Buzzard, Derek Anspach, Wayne MacWilliams, Ian Foster and Bruno Hennings. Solicitor Deborah Huffman, Engineer Melissa Hutchison and Borough Manager Allisen Trotter were present.

Mayor Larry Freshcorn and Council Member Jeff Plotnick were absent.

Vice President Charlie Bickart opened the meeting at 7:00 pm with the Pledge of Allegiance.

C. Bickart announced that there is a small food pantry available to those in need at the Town Hall. The office will be collecting donations for non-perishable food.

PUBLIC COMMENTS (Agenda)

TREASURER'S REPORT (Allisen Trotter)

- B. Buzzard made a ***motion*** to approve the Treasurer's Report and pay the bills. Seconded by Wayne MacWilliams. Motion passed unanimously.
- B. Hennings made a ***motion*** to approve the Regular Meeting Minutes for October 6, 2025. Seconded by I. Foster. Motion passed unanimously.

MAYOR'S REPORT (Larry Freshcorn)

POLICE REPORT (Chief James Fisher)

SUPERINTENDENT REPORT (Solomon McEaddy)

FIRE DEPARTMENT REPORT

- Fire Chief Tim Mauceri announced that they were awarded a grant in the amount of \$50,000.00 from Lamtech to purchase new radios. The Fire Department is giving two radios to the DWG Police Department. A new floor was installed in the Fire Hall. Tim Snow mentioned they have done a lot of work at the firehouse and it looks great. Mayor Freshcorn is working on quotes from vendors for Firehouse Renovations.

EMERGENCY MANAGEMENT COORDINATOR'S REPORT

ENGINEERS REPORT (Melissa E. Hutchison P.E., T and M Associates)

- The 93 Broad St Project (Gulf Station) is completed.

SOLICITOR'S REPORT (Deborah Huffman, Esq.)

- Solicitor Huffman ran into the judge who is handling the preliminary objections for Dutot. She sent an email to his secretary about the status.
- She will send an email to council in regard to the takings on Cherry Valley Road.

ZONING OFFICER'S/BUILDING INSPECTOR'S REPORT (Michael Manter)

NEW BUSINESS

- Solicitor Huffman explained the Borough's bid invitation required the submission of both a questionnaire and a bid proposal. Casella's submission did not answer all of the questions, lacked signatures and dates on the questionnaire, and failed to indicate the proposed day of the week for pickup. Given established Pennsylvania caselaw, because Casella's bid did not contain all of the requirements, the Borough is unable to consider the bid. W. MacWilliams made a ***motion*** to award the bid without containers for years 2026-2028 to Waste Management. Three-year bid in the amount of \$404,157.36. Seconded by D. Anspach. Motion passed unanimously.
- I. Foster made a ***motion*** to change the work session meeting scheduled on Monday, November 17, 2025 at 6:00 p.m. to a Special Meeting for the purpose of discussing the proposed budget and authorize the Solicitor to advertise. Seconded by D. Anspach. Motion passed unanimously.
- D. Anspach made a ***motion*** to change the December 1 Council Meeting to Monday, December 8 at 7pm and authorize the Borough Solicitor to advertise. Seconded by B. Hennings. Motion passed unanimously.
- B. Hennings made a ***motion*** to make Payment No. 2. for the 93 Broad St Inlet Project to Northeast Site Contractors. The recommended payment by T & M Associates is \$ \$6,511.83 (remaining balance). Seconded by W. MacWilliams. Motion passed unanimously.
- B. Buzzard made a ***motion*** to repair backhoe oil leaks – cost estimate from Bob Marki is \$1300.00. Seconded by W. MacWilliams. Motion passed unanimously.
- B. Buzzard made a ***motion*** to purchase five Pedestrian Crossing signs for the intersections. Cost is \$430.00 each shipping included, totaling \$2150.00. Seconded by W. MacWilliams. Motion passed unanimously.
- I. Foster made a ***motion*** to authorize the Borough Engineer to update the March 3, 2022 document on the "Lake Lenape Spillway" and look into grants to dredge the lake. Seconded by W. MacWilliams. Motion passed unanimously.
- C. Bickart appointed Council Member Bruno Hennings to the Roads/Building Committee.

OLD BUSINESS

- Storm Water Management Ordinance (Act 167)
- Firehouse Renovations: Mayor Freshcorn has been getting quotes for siding
- Parking Ticket Increase
- Dutot

- Generator: Working on getting information for COSTAR electricians
- Building Modernization Project

COMMITTEE REPORTS

- Roads/Building Committee:
- Water Committee: D. Anspach reported the new lead service line spreadsheet to be updated again. Letters notifying select customers on lead status unknown will be sent out this week.
- Planning Commission
- Budget/Finance Committee:
- Personnel Committee
- Sanitation Committee
- Economic Development Committee:
- Recreation/Parks & Special Projects Committees, Open Space/Trail
- Shade Tree Committee: Fall Tree Planting Saturday November 15. Meet at Borough Hall at 9am.
- Friends of DWG: Tammy Cornelius announced the Holiday Show, Santa Clause and Tree lighting scheduled on December 13th and 14th. Christmas lights on lamp posts.
- COGS

PUBLIC COMMENTS

ADJOURNMENT

I. Foster made a motion to adjourn to Executive Session at 7:35pm. Seconded by B. Hennings. Motion passed unanimously.

EXECUTIVE SESSION

W. MacWilliams made a motion to adjourn the meeting at 8:05pm. Seconded by B. Hennings. All in favor

The next Special Meeting/Work Session is on Monday, November 17, at 6pm. The next Council Meeting is on Monday, December 8, 2025, at 7 PM.
Respectfully Submitted,

Allisen Trotter

Borough Manager

Date of approval