

**BOROUGH OF WIND GAP
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WIND GAP, PA 18091
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Wind Gap Borough Council meeting on Monday, April 6, 2026, 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, Jack Rissmiller, Patrick Webber, Dave Manzo, Joseph Romano and Danielle Weaver. Also in attendance were Mayor Heather Webber, Borough Solicitor Ronald Karasek, Borough Engineer Brian Pysher, and Borough Manager Louise Firestone.

PUBLIC COMMENT

1. Randy Bray, 25 Roosevelt Street, has not heard anything regarding the water problem in front of his house and how Council is going to remedy the situation. George Hinton replied that he, Brian and a contractor, Gene Schmauder, met at the property last fall to discuss the water issue and produce a plan.

APPROVAL OF MINUTES

On motion by Dave Manzo to approve March 17, 2026, minutes and seconded by Danielle Weaver. Roll call vote taken. Motion carried unanimously.

APPROVAL OF EXPENSES

On motion by Patrick Webber to approve the expenses in the amount of \$251,104.00 and seconded by Dave Manzo. Roll call vote taken. Motion carried unanimously.

SOLICITOR'S REPORT

March 2, 2026 – attendance at regular monthly meeting of Borough Council
March 17, 2026 - attendance at regular monthly meeting of Borough Council
Prepared two ordinances – Discharging of stormwater and requiring grease traps, maintenance, and inspections for commercial food establishments.
Prepared the advertisements for the ordinances.
Received and forwarded copies of the six-page court order for 332 N Broadway, copies to the Court, Council President, Borough Manager, Borough Engineer and Rob Epinger of KeyCodes.

ENGINEER'S REPORT

Brian Pysher reported that he needs a meeting with representatives from Council to discuss 332 North Broadway in order to review the property lines, take inventory of supplies and make a plan to block access to the property based on Northampton County's Court Order.

Brian did have correspondence with Dominic Bracalente, Bracalente Construction, to discuss the back parking lot where water pools after paving was completed. Brian will complete a survey and formulate a plan to make the necessary repairs so this project can be closed out.

Brian prepared building / architectural plans for the construction of a tax collector office and the addition of a file / storage room in the garage. He received a review letter back from the building code official, KeyCodes Inspection Agency, indicating that they have no comments on the architectural plans other than the plans need to be signed and sealed by a licensed professional. They did have a comment regarding accessibility to the tax collector office, so Brian revised the plan to include a handicap parking spot outside of the Fire Department door with access on the sidewalk. It will be necessary to have signage installed and the parking spot along with the accessible walkway to the existing sidewalk has to be striped accordingly.

Brian contacted Gillmore and Associates' engineer, who is responsible for preparing the bid specification package for the Male Road and Bridge project to discuss specifics of the document. Brian will report back to Council on the progress of this project.

Brian outlined the ongoing issue with the water on Roosevelt Street for the newly elected Mayor and council members. As recently as two years ago, the Borough had a road department of 4 employees and we had the capability of doing some projects in-house. One of the projects done in-house was laying six to seven hundred feet of storm sewer pipe with six to eight inlet boxes on the lower portion of Roosevelt Street. The reason for the project itself was ongoing water issues that would ultimately freeze and cause a hazardous condition during the winter. The project included placing pipe and inlet boxes along the east side of Roosevelt and picking up multiple properties north of the Bray's property to reduce the amount of water on the road surface. If the borough could have included the Bray's property in this project, we would have, however their property is further downstream. Below the project scope there is an existing storm run in a thirty-inch thin concrete pipe, and we had no way of knowing the age or condition of that pipe. Brian was concerned that disturbing the pipe could cause it to break and would create a major project that was completely outside of what our road crew and equipment were capable of doing. If the scope of the project increased, the borough would have been forced to go out to public bid and it would have substantially increased the cost of the project and what Council, at that time, was willing to commit. In an attempt to include the Bray's property, a secondary option that was less invasive using a smaller PVC pipe behind the curb and sidewalk, running it down the borough's right-of-way was discussed. Brian sent the plans to Gene Schmauder, but has not heard back. This is a difficult decision because it is just high ground water, there is always groundwater there, even in freezing conditions. If Council wishes, Brian will contact Gene Schmauder to get his quote for the installation of the PVC pipe.

NEW BUSINESS

1. 28th Annual Tortoise and Hare Race – PennDOT Letter of Approval
On motion by Danielle Weaver to approve the Tortoise and Hare Run / Walk on Monday, May 25, 2026, and to send them a letter of approval and seconded by Dave Manzo. Roll call taken. Motion carried unanimously.
2. George Hinton reported as of last night, Sunday, April 5, 2026, one of our full-time employees submitted a letter of resignation via email to the Borough Manager. As this just happened last night, it will be on the mid-month agenda to act on his letter of resignation. In accordance with the reduction of our street staff, there will be a recommendation to advertise for an additional street worker so our department will consist of a Public Works Director and two Laborers.
3. George Hinton took this opportunity to express his concerns with the development not only in the borough, but also adjacent to the borough that will generate additional traffic on the state roads that run through Wind Gap. Recently, a developer was trying to resurrect a townhouse project on North Broadway above the cell tower on the left-hand side. Brian added

that the developer contacted the borough office in order to discuss the project with Brian, Louise and the zoning officer. The developer, along with his engineer, presented a sketch plan of what they are proposing, which is similar to the Towns at the Gap development from the early to mid-2000s. The project meets the borough's zoning requirements and consequently they do not need to ask for any variances. However, the plan presented included a thru street out onto the portion of Eighth Street located in Plainfield Township. The developer has submitted their sketch plan to Plainfield Township and will be attending a township meeting to receive feedback on the project. Once the developer is advised by Plainfield Township, it is his intention to revise the plans accordingly and make a formal submission to Wind Gap Borough's Planning Commission.

OLD BUSINESS

1. Proposed Ordinance No. 517 – Enactment of Ordinance Prohibiting the Discharge of Stormwater, including Sump Pumps and Downspouts, into the Public Sanitary Sewer System, to provide Enforcement by the Borough of Wind Gap

On motion by Joe Romano to approve the Enactment of Ordinance No. 517 Prohibiting the Discharge of Stormwater, including Sump Pumps and Downspouts, into the Public Sanitary Sewer System, to provide Enforcement by the Borough of Wind Gap and seconded by Jack Rissmiller. Roll call taken. Motion carried unanimously.

2. Proposed Ordinance No. 518 – Enactment of Ordinance Requiring Grease Traps for All Commercial Food Service Establishments Establishing Maintenance, Inspection and Enforcement


On motion by Joseph Romano to approve the Enactment of Ordinance No. 518 - Requiring Grease Traps for All Commercial Food Service Establishments Establishing Maintenance, Inspection and Enforcement and seconded by Dave Manzo. Roll call taken. Motion carried unanimously.

3. Borough Committee Opportunities – If anyone would like to sit on any committee's please let Louise know. Danielle and Joseph would like to join the Park Committee. Louise explained that in accordance with our participation in Plan Slate Belt and our Public Meeting scheduled for Monday, May 4, 2026, at 6:00 p.m., we need to have discussions about what council wants to see changed. Our current zoning ordinance lacks current usage definitions and with the assistance of our zoning officer revisions need to be made.

4. Green Knight Economic Development Corporation - A letter intended for Wind Gap Borough from Tetra Tech was advertently sent to the Wind Gap Municipal Authority. A copy of the letter was provided to Council along with an e-mail received from Adrienne Fors, WM Community & Municipal Relations Manager. Tetra Tech is an engineering firm that is partnering with Green Knight Economic Development Corporation (GKEDC) to upgrade their facility. The GKEDC facility is outdated so it has become difficult to replace machinery parts and other supplies to keep the facility running. Although the letter is misleading, GKEDC sent notification that they are updating the facility, not building a new building. Prior to applying with DEP, they are required to give 30-day notice to get comments from adjacent municipalities. Adrienne has offered to schedule a meeting with representatives from Wind Gap, GKEDC, Tetra Tech and WM to discuss the project and have open dialogue for comments and questions. George and Dave have offered to participate in that meeting.

ADJOURNMENT

On motion by Dave Manzo to adjourn the meeting of April 6, 2026. Council agreed unanimously. The meeting of April 6, 2026, adjourned at 8:04 p.m.



Louise Firestone, Borough Manager