BOROUGH OF WIND GAP
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Wind Gap Borough Council meeting on Monday, June 1, 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 Saeger, 57 Roosevelt Street, provided Council with a proposed chicken ordinance and he asked them to review the draft and then consider adopting this ordinance that would allow borough residents to have chickens. It seems that nothing is moving forward on this topic and he would like Council to vote on it as soon as possible.

2. Anthony Davidson, 52 Roosevelt Street, moved into the Borough about 4 years ago. He contacted the borough and was informed that chickens were not permitted. He agrees that an ordinance should be adopted allowing chickens in Wind Gap.

APPROVAL OF MINUTES

On motion by Patrick Webber to approve May 4, 2026, Council meeting minutes and seconded by Dave Manzo. Roll call vote taken. Motion carried unanimously.

APPROVAL OF EXPENSES

On motion by Dave Manzo to approve the expenses in the amount of $32,473.30 and seconded by Patrick Webber. Roll call vote taken. Motion carried unanimously.

SOLICITOR'S REPORT

Attorney Karasek reported that he attended the Council meeting in May.
Reviewed the final drafts of the Land Development Improvements Agreement, Storm Water Agreement, Right of Way Agreement for the Wawa Convenience Store project.
Performed legal research regarding labor union issues.
Reviewed the Escrow Agreement that was prepared for the $100,000 donation that is going to be made by CIVF VI Development Joint Venture for the Male Road Bridge replacement project.
Made revisions to the park ordinance prohibiting vehicles, e-bikes, etc., adding the appropriate signage will be posted in, on or along any borough owned property including the park.
Attorney Karasek confirmed with Council their desire to have the fine set as a minimum amount of $600 and maximum to $1,000 as per the discretion of the Judge. This will be advertised.

Attorney Karasek received a copy of a comprehensive email requesting an appeal for the property at 34 W 8th Street based on the fact that the Zoning Officer denied the application to allow the current owners to add two (2) additional units. The Zoning Officer indicated that there is not enough land to add two more units on the existing parcel, but they own the property adjacent and could conceivably do a lot line consolidation in order to gain enough acreage. The property owner's Attorney contacted Ron to speak with him about this matter. Although there was extensive e-mail correspondence back and forth between the zoning office and the owner regarding the property, no actual application was ever filed. The owner was instructed via e-mail that the process to appeal the Zoning Officer's decision is to fill out a Zoning Hearing Board application and pay the fee of $1,250. To date, a ZHB application nor the fee has not been submitted to the office.

George asked for confirmation from Attorney Karasek and Brian Pysher that documents, agreements, etc. were in order and ready for final signature for the Wawa project. Attorney Karasek informed him that he reviewed the documents and that Brian also conducted a final review and responded back to the developer's attorney. Brian added that PA American Water signed off on the final design, but they placed conditional approval to be followed by the developer. The representative from PA American Water has no issues with the developer moving forward at this point, because the water installation portion of the project is later in the construction schedule.

George reported that a meeting was held today on site and he is concerned that a pole was installed and a manhole placement in the middle of the intersection which creates problems in the future. Today's meeting was to discuss the order in which the work is being done. George confirmed that the Wind Gap Municipal Authority was in attendance along with the contractor and the WGMA's inspector. Brian asked why he was not included in this pre-construction meeting as he was the point of contact for the request to alter the original sequencing by the contractor. Brian also made it perfectly clear that the project cannot start until the plans are recorded, and at this point in time, the plans are not recorded, which was conveyed to the contractor, the attorney and the WGMA.

In conclusion, Attorney Karasek stated that he has reviewed the Land Development Improvement's Agreement, the Stormwater Agreement, and the Right-of-Way Agreement for the right-of-way along North Broadway, could and should be signed so that they can be filed of record and then the Borough is protected should the developer begin something that is in violation of those agreements.

ENGINEER'S REPORT

Brian Pysher discussed 332 North Broadway and the steps taken to barricade access to the property. During the installment of the barricades, the new owner, Mr. Jolly Singh, showed up on site and was advised of the court order and the fact that the locks on the building were going to be changed. Mr. Singh indicated that he had just changed the locks and offered the keys to the locks to George Hinton. Unfortunately, the property is being shown for sale with access to the building, so apparently there was another set of keys. The intent was to padlock the building in order to make the property owner come into compliance, not just sell the property and move it on as someone else's problem. Brian reviewed the Court Order, and it specifically stated that the structure can be padlocked so it is his recommendation that we direct the Code Official to change the locks as soon as possible. Attorney Karasek has no issue with changing the locks, as getting the keys was the intent to effectively padlocking the building. Ron explained that there is a Court Order of record so if a new buyer does a title search, which will come up during the search. Brian to contact KeyCodes.

Brian reported that he started reviewing the bid specifications for the Male Road Bridge project. Brian and Louise met to discuss the numerous funding sources associated with this replacement project. The Borough will be using funding from LSA grants, Multi-Modal Transportation grants, CPF, ARPA and multiple private sources. Each of the grant funds comes with their own specific requirements and guidelines. The CPF (Community Project Funding) is a federal program regulated through HUD so there are numerous requirements including executing the grant agreement, environmental review action plan and specifics to Build America, Buy America (BABA). Brian has not completed the review of the bid specs, but at this point, he is not completely confident that the specs include all the grant requirement language. Additionally, the borough does not have the necessary permits for this project. Council discussed the feasibility of completing this major project in calendar year 2026. Brian's recommendation would be to advertise this project in October / November, awarding in January 2027 because once it is awarded there would be time to get bonds, agreements, all related documents completed by February or March, the beams would be ordered for construction with the 12 week lead time and that would line up for June 1, 2027 construction start date. Council was in agreement.

NEW BUSINESS

1. Handicap Parking Space Request – Ordinance No. 401 S. Newell at 50 – 52 North Broadway

On motion by Patrick Webber to approve the installation of a handicap spot for the resident at 50 – 52 North Broadway (to be installed on West Mechanic Street for safety reasons) and seconded by Joe Romano. Roll call taken. Motion carried unanimously.

2. Municipal Complex Parking Lot Paving Project – Approval to Accept a $5,000 Credit from Bracalente Construction and Release $25,000 Balance of Phase 4 Final Invoice

On motion by Jack Rissmiller to accept a credit from Bracalente Construction of $5,000 for the Municipal Complex Parking Lot Project due to a puddling issue by the dumpsters and release the balance of $25,000 to Bracalente Construction as the final payment for the project and seconded by Patrick Webber. Roll call taken. Motion carried unanimously.

OLD BUSINESS

There was no Old Business before Council.

PUBLIC COMMENT / QUESTIONS

1. Wanda Osmun, 665 Alpha Road, Wind Gap. Wanda asked about the condition of the property on North Broadway. The property owner has submitted a plan to build housing units on his property.

ADJOURNMENT

On motion by Dave Manzo to adjourn the meeting of June 1, 2026. Council agreed unanimously. The meeting on June 1, 2026, adjourned at 8:07 p.m.

Louise Firestone

Louise Firestone, Borough Manager