

**BOROUGH OF WIND GAP
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Wind Gap Borough Council meeting on Tuesday, May 20, 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, 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.

Junior Council person Olivia Bentley was present.

PUBLIC COMMENT

1. Dave Crowther – Professional Geologist Keystone Consulting Engineers, Inc. came before Council to give his environmental report on the land development proposed as CRG, Cubes at Wind Gap. The property is 138 acres, and they are looking to subdivide the property into four lots. This property is industrial. Geo Technology was brought in to assess the property. They found heavy metals throughout most of the property, nothing on the Wind Gap borders, but land in Plainfield Township. The parcel in the middle, lot two, has solvents, petroleum and black tar and heavy metals from the soil and ground water. They also had some diesel fuel and kerosene in the water and soil. They put shallow wells in. They found that the contamination does not go off site.

Regarding the development through Plainfield, the engineer is Ott Engineering. They cited one passage in SALDO, you cannot leave hazardous materials on the property, cannot subdivide or do land development until it is remediated. In February 2024, Keystone came in as the Township Engineer for Plainfield. Plainfield Township asked him to look at this when there was a notice of intent to remediate. Pennsylvania has the Land Recycling Program which is the environmental law. In this case you determine what is out there, where it came from, who it impacts and what their goal is. They do not clean sites up; they leave the contamination there as it is way too expensive. You would put covenants on the deed once you know that it is there. DEP is involved in this process. They determine that nothing is going on and off site, they determine everything. They do a remedial investigation report and a clean-up plan. They determined the bad soil was left on the NAPER portion of the property. They submitted a remedial investigation report and a clean-up plan to DEP that was approved.

2. Greg Dittrich, representing the Slate Belt Rotary Club, informed Council that the Rotary Club is in the planning stages for their annual October Car Show in Wind Gap Borough Park. As part of their planning phase, they are considering having food trucks on site this year. George Hinton suggested asking the Fire Company and/or the Wind Gap Area Athletic Association if they may want to sell food out of the park kitchen as a fundraiser as this would help our community as well. According to the current Borough Park Ordinance there are no provisions for food trucks selling food in the park. A certificate of insurance would be required from any vendor with the Borough named as an additional insured. Steve Bender said that we should consider some type of fee as other parks in the area that have events whether they are nonprofit or not, are charged a fee per truck. There are costs associated with using the park

and they cannot all be subsidized by the taxpayers. Louise explained that the only ordinance that could be enforced would be the Transient License, which includes a fee of \$25 a day. In order to allow Council to consider and discuss this request, it will be tabled until the next meeting. Jason Boulette said that we should look at the ordinance as it sounds as if the ordinance needs to be updated.

APPROVAL OF MINUTES

On motion by Dave Manzo to approve May 5, 2025, minutes and seconded by Patrick Webber. Roll call vote taken. Council agreed unanimously.

NEW BUSINESS

George Hinton asked Attorney Durso who she represents and she responded that she is representing the person buying the property, the developer, who would then be leasing the property to Wawa. George said that Council represents and protects the residents of Wind Gap. George went over his concerns with the traffic impact at the intersection. Rob Hoffman said that having heard the concerns from the Wind Gap Planning Commission, they went back to PennDOT and had a follow-up conversation with them regarding the turning arrow. PennDOT agreed to look at it again and ultimately approved the arrow. This change in the plans allowing a northbound left-hand-turning arrow will be part of the revision to the design plans.

1. 62 N Broadway (Wawa) – Planning Commission Recommendation of Waivers

SALDO Section 305(A) requires that plans be filed as both a preliminary and final plan. The request is to file a concurrent preliminary and final plan as the filing of two (2) separate plans will not provide the Borough with any additional, pertinent information as the one plan will contain all required information for both plans. Filing a combined preliminary and final plan was recommended for approval by the Commission on a 4-0 vote.

On motion by Steve Bender to grant SALDO Section 305(A) and seconded by Dave Manzo. Roll call taken. Council agreed unanimously.

SALDO Section 402.C.4.a-d requires depicting the location of existing features within two hundred feet (200') of the subject tract. The addition of these features does not affect the subdivision and lot consolidation as only one lot will then be developed by Wawa and the others will be conveyed to the adjacent owners. This was recommended for approval by the Commission on a 4-0 vote.

On motion by Dave Manzo to grant SALDO Section 402.C.4.a-d and seconded by Jason Boulette. Roll call taken. Council agreed unanimously.

SALDO Section 403 D.14 is a partial waiver to omit the elevation of all permanent monuments and lot line markers, and that all monuments and lot markers shall be set prior to Final Plan Approval.

The installation of permanent monuments and lot line markers cannot be provided until after they are set. The Applicant requests to provide Escrow for the monumentation in lieu of setting the monuments prior to the Final Plan approval. In lieu of the escrow, it can also be made part of the Quantity and Cost Estimate and could be part of the Land Development Improvements Agreement. This was recommended for approval by the Commission on a 4-0 vote.

On motion by Dave Manzo to grant SALDO Section 403 D.14 and seconded by Patrick Webber. Roll call taken. Council agreed unanimously.

SALDO Section 405 to omit the submission of a feasibility report on public sewer and public water systems. In lieu of a formal feasibility report, the Applicant requests to submit Will Serve letters from the respective sewer and water authorities demonstrating that each Authority has capacity to serve the proposed development. This was recommended for approval by the Commission on a 4-0 vote.

On motion by Dave Manzo to grant SALDO Section 405 and seconded by Steve Bender. Roll call taken. Council agreed unanimously.

SALDO Section 506.G.6 prohibits curves in pipes or box culverts without an inlet or manhole and also prohibits tee joints, elbows and wyes. The waiver is requesting to permit pipe associated with roof runoff and to use tee, elbow and wye fittings due to smaller pipe size and roof runoff only. This was recommended for approval by the Commission on a 4-0 vote.

On motion by Pat Webber to grant SALDO Section 506.G 6 and seconded by Dave Manzo. Roll call taken. Roll call taken. Council agreed unanimously.

SALDO Section 506.G.7 requires stormwater pipes to have fifteen-inch (15") diameter. The request is to allow pipes of less than 15" to convey the roof runoff on condition that the requested smaller size will provide sufficient runoff capacity. This was recommended for approval by the Commission on a 4-0 vote.

On motion by Patrick Webber to grant SALDO Section 506.G.7 and seconded by Steve Bender. Roll call taken. Council agreed unanimously.

SALDO Section 509 G requires that an arterial street in a commercial area have a sixty (60') foot cartway. The request is made that, in lieu of the required cartway, the Applicant will meet PennDOT requirements, and the existing conditions be considered as the required footage as the cartway is already 22-26 1/5 feet in width. This was recommended for approval by the Commission on a 4-0 vote.

On motion by Dave Manzo to grant SALDO Section 509 G and seconded by Steve Bender. Roll call taken. In favor: D. Manzo, P. Webber, S. Bender, J. Boulette, A. Cortezzo, M. Crossen. Opposed: G. Hinton. Motion carried: 6 – 1.

SALDO Section 509.I.1 requires that a driveway be a minimum of five (5) feet from a property line as far as possible from a street intersection. The request is to allow a less than five (5) feet buffer from the property line due to site constraints. This was recommended for approval by the Commission on a 4-0 vote.

On motion by Steve Bender to grant Saldo Section 509.I.1 and seconded by Alex Cortezzo. Roll Call taken. In favor: J, Boulette, A. Cortezzo, M. Crossen, D. Manzo, P. Webber, S. Bender. Opposed: G. Hinton. Motion carried: 6 – 1.

SALDO Section 509.K requires that plans that contribute more than three hundred (300) vehicle trips per day shall provide at least two (2) separate means or Access. The request is to allow only one (1) means of access. The Commission did not act upon this request; it was referred to the Borough Fire Chief.

On motion by Steve Bender to grant SALDO Section 509.K and seconded by Patrick Webber. Roll call taken. In favor: A. Cortezzo, M. Crossen, D. Manzo, P. Webber, S. Bender, J. Boulette. Opposed G. Hinton. Motion carried: 6 – 1.

SALDO Section 510.A.3 requires that when a parking compound is designed for more than ten (10) spaces, no less than five percent (5%) of the total area must be landscaped and maintained. The request is to reduce the minimum required internal planting area. This was recommended for approval by the Commission on a 4-0 vote.

On motion by D. Manzo to grant SALDO Section 510.A.3 and seconded by A. Cortezzo. Roll call taken. Council agreed unanimously.

SALDO Section 510.A.4 requires that no portion of a parking compound be permitted within ten (10) feet of a side or rear property line and within twenty (20) feet from a street right-of-way. Due to existing site conditions, the request is for a partial waiver allowing 14.9 feet (of paved area around the fuel pump area) from the street right-of-way. This was recommended for approval by the Commission on a 4-0 vote.

On motion by Patrick Webber to grant SALDO Section 510.A.4 and seconded by Steve Bender. Roll call taken. Council agreed unanimously.

SALDO Section 510.B requires a minimum of ten feet (10') sidewalks for an arterial street in the commercial area. This request is for a partial waiver as the existing sidewalks are seven-eight feet (7' and 8') wide; and, the request is that the proposed sidewalk match the existing sidewalks.

On motion by Patrick Webber to grant SALDO Section 510.B and seconded by Alex Cortezzo. Roll call taken. Council agreed unanimously.

SALDO Section 513.H subdivision or land development is adjacent to or traversed by a watercourse, drainageway, channel, or stream there shall be provided a drainage easement conforming substantially to the line of such watercourse, drainageway, channel, or stream of such width as will be adequate to preserve the unimpeded flow from a one hundred (100) year design rainfall,

On motion by Dave Manzo to grant SALDO Section 513 H and seconded by Steve Bender. Roll call taken. Council agreed unanimously.

SALDO Section 514 E.2 requires that no parking area be closer than ten (10) feet to a building. This request is made as a separation of the parking lot from the store building conflicts with the operation of the facility and may create a safety concern. This was recommended for approval by the Commission on a 4-0 vote.

On motion by Dave Manzo to grant SALDO Section 514.E.2 and seconded by Mark Crossen. Roll call taken. Council agreed unanimously.

SALDO Section 514 E.4 requires that a minimum of ten percent (10%) of any parking lot facility over 2,000 sq. ft. be devoted to landscaping with a minimum of one (1) tree per twenty (20) parking spaces. The request is for a partial waiver to allow less than the required amount of landscaping and trees. This was recommended for approval by the Commission on a 4-0 vote.

On motion by Mark Crossen to grant SALDO Section 514 E.4 and seconded by Dave Manzo. Roll call taken. Council agreed unanimously

On motion by Steve Bender to approve Conditional Preliminary Final Plan Approval based on the Agreement for Conditional Plan Approval that was signed by Attorney Durso on March 20, 2025, and seconded by Dave Manzo. Roll call taken: In favor: M. Crossen, D. Manzo, P. Webber, S. Bender, J. Boulette. Opposed: A. Cortezzo, G. Hinton. Motion passed: 5 - 2.

2. 2006 GMC 6500 Truck – MuniBid Auction – George Hinton said the 2006 GM Truck was put on MuniBid and the highest offer received was \$21,000.00.

On motion by Dave Manzo to accept the bid of \$21,000.00 for the 2006 GMC truck that was advertised on MuniBid and seconded by Jason Boulette. Roll call vote taken. Council agreed unanimously.

3. Roosevelt Street – Randy & Linda Bray Stormwater Management – Attorney Karasek received a letter from Attorney Gordon regarding Randy & Linda Bray. They said that the Borough worked with 5 homeowners on Roosevelt to correct the storm water discharge problems and did not fix the water issue in front of their property.

Steve Bender outlined the event timeline regarding the Bray's property on Roosevelt. He said that for years Randy discharged water to the front of his property onto Roosevelt Street. The water collected down at the bottom of Roosevelt and Center. Randy came to Borough Council with a complaint. Steve, Louise, George and Brian spent the entire winter going out there, after each precipitation, to see if there were any problems. There were none. In the spring of this year Randy approached Steve and asked what he was going to do with his stormwater. Initially, we agreed to investigate looking into putting a basin in, which would require running a pipe across the street to the main drain. Randy took it upon himself to place his pipe out the back of his home into a wooded area and this drains off and bothers no one. Randy asked Steve what he was going to do and what the Borough was going to do, and he was told nothing because there is no problem. Randy said that is because he is running the drainage out the back. Steve said Randy found his own solution to the water problem. Why should taxpayers have to pay for this when the remedy is for Randy to continue putting his pipe off the back of his home into a wooded area with no issue.

Attorney Karasek will send a letter to Attorney Gordon; there is no issue with respect to ponding on the road. There is no reason to have to repair Roosevelt Street.

OLD BUSINESS

There was no old business to discuss at this time.

COMMITTEE REPORTS

A written committee report was provided to Mayor Smith and Council.

MAYOR SMITH REPORT

Mayor Smith recognized Olivia Bentley, our Junior Council Member, as he presented her with a certificate of Recognition of Achievement and a small check at the Under Classmen Awards Night. The Mayor Scholarship was awarded to Brayden Krasnopera, a graduating senior from Wind Gap who plans to study special education.


Brian Mackenzie's office reached out to him regarding CPF funding, Community Project Funding. You can apply for any type of funding for the project that you are doing in the community. Louse assisted him with dealing with the deadline for the application. They put in for funding for the Male Road bridge project. He will be attending the COG meeting next week.

PUBLIC COMMENT

Jason Keenhold had questions about repairing a parking block at the park adjacent to his property.

ADJOURNMENT

On motion by Dave Manzo to adjourn the meeting of. May 20, 2025. Council agreed unanimously. The meeting of May 20, 2025, adjourned at 8:59 p.m.



Louise Firestone, Borough Manager

MAY 20, 2025 MONTHLY REPORT

STREETS:

Street Vehicle Inspections:

2021 Peterbilt	<u>TOTAL = \$1,475.69</u>	
PA State Inspection		\$196.00
General Preventative Maintenance Service		\$588.23
Brakes – Air System		\$593.12
Right Side Rear Brake Chamber Maxi Spring Broken Inside Chamber		
Lighting - System		\$ 98.34
Right Side Rear Body Lamp Inoperable Connector Corroded & Terminal Broken		

2022 F-550	<u>TOTAL = \$79.99</u>	
PA State Inspection		\$79.99
Replace Battery		Under Warranty

2006 GMC 6500 Truck – MunicBid **\$21,000.00**

Street Sweeping – May 19, 2025 to May 23, 2025

Lehigh Valley Government Academy (LVGA)

Two (2) Street workers – Thursday, May 20, 2025 – 8:00 a.m. to 12:00 p.m.

STOP SIGNS + INTERSECTION TRAFFIC CONTROL

The course focuses on STOP signs and other controls that improve safety at unsignalized intersections. Course content examined the components of STOP sign placement and other safety features often used at intersections along with signs such as pavement markings and rumble strips. The course covers content common STOP intersection problems, and the methodology for studying an intersection to warrant STOP signs.

School Alley – residents received letter to remove items that are encroaching into School Alley. These items have been cleared. Project to be scheduled.

PENDING ITEMS:

Meeting on East First St for placement of Street Light – B. Pysher 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.: 4/1/25 – 5/2/2025 \$1,331.50

Ongoing utility coordination; ongoing design & CAD drafting; in progress structural calculations for new bridge superstructure & substructure modif’s: completed & submitted updated project schedule to B. Pysher & L. Firestone; completed & submitted updated project permitting schedule & preliminary budget cost estimate to L. Firestone & B. Pysher; ongoing quantity tabulation updates; project administration, coordination, correspondence & communication provided through the stated billing period.

POLICE:

The Slate Belt Regional Police Commission/Department will be recognized three (3) Slate Belt Regional Police Officers for their life-saving efforts during a witnessed cardiac arrest which occurred on February 7, 2025, and led to the eventual complete recovery of a Wind Gap Borough resident. All three officers, Sgt. Shawn Moskella, Officer Nicholas Anderson, Officer Anthony Lytle were present, along with Suburban EMS staff, the patient, Mr. Lewis Greenleaf, and family.

FINES RECEIVED:

December 2024 Overweight Truck Fines: \$393.75
April 2025 Overweight Truck Fines: \$993.96

EMERGENCY MANAGEMENT: Dave Hess, Emergency Management Coordinator

April 2025 - Nothing to Report

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

WASTE MANAGEMENT:

On April 28, 2025, Pen Argyl High School’s Character Education Class, the students partnered with WM to help clean up the borough. The students used pickers and their gloves to collect 85 lbs. of trash.

Landfill Tour – June 16, 2025

Grand Central Landfill’s Summer Bird Walk – June 7, 2025 11:30 a.m. – 12:30 p.m.

Neighboring Partnership Agreement: 45,732.82 tons (\$1.20 per ton)

April 2025 = \$54,879.38

Actual Funds Received in 2025 = \$235,189.28

WIND GAP AMBULANCE:

total calls for – Wind Gap Boro = /Monroe Cty = /Transports =
Response Times Minutes Avg (from dispatch to responding)

FIRE COMPANY:

Calls for the Month of April 2025 - 21

- 6 Fire Alarms
- 4 Dwelling Fires
- 1 ALS Assist
- 1 Fire Brush
- 1 Fire Commercial Structure
- 1 Fire Rubbish / Trash
- 1 Fire Vehicle
- 2 Fire Wire
- 1 Information
- 1 Wire (General Problem)
- 2 Wires Down

PARK:

Borough Office received a complaint regarding a “dead” tree by the Kiddle Play Area. The borough street department indicated that they did not have the proper equipment to trim or remove the tree. Contractor - Snowscapes was contacted to assess the tree. After an on-site visit, they advised that there were three (3) dead oak trees in the general vicinity of the play area that should come down as soon as possible. These trees were removed - \$6,800

WIND GAP MUNICIPAL AUTHORITY:

Meeting, Wednesday, April 23, 2025

Borough provided with December 31, 2023, and December 31, 2024

WGMA Financial Statements & Independent Auditors’ Report
2024 Annual Report of Municipal Authorities and Non-Profits

Approved moving \$1M into Certificates of Deposit

Grant Application for B Alley Improvements

NorCO Grant 2026 for New Blowers in the Plant

Two Ordinances – Recommendation to Council – WGMA would enforce

Business Grease Traps

Sump Pumps

PLANNING:

May 15, 2025, Meeting

Cubes at the Gap – Jaindl Land Company requested that the current submission be tabled as their engineer continues to work through the review letter from the Borough Engineer.

ZONING:

No Zoning Hearing Board Meeting was held in April or May

BOROUGH BUILDINGS:

Complex Grounds – Rain Garden base has been installed. A rain garden mix has been ordered from Ernst Conservation Seeds. Total cost of seeds is \$36.46.

Maintenance Garage – Boiler pipe was leaking on return side.

Super Heat repaired leak coming from 1-1/2” dielectric union.

FINANCIALS: – Balances as of April 30, 2025:

General Funds:	\$607,483.06
Money Market Funds:	\$791,789.65
Capital Reserve Funds:	\$2,596,771.41 ((\$551,430.51 – Sale of Borough Properties)
State Liquid Fuels Funds:	Current Balance = \$432,702.16 (Allocation Based on 9.36 miles / Population of 2720)

SLATE BELT RISING:

Saturday, April 26, 2025 – Slate Belt Rising Annual Litter Clean-up = 1.76 tons of Litter
Approximately 100 volunteers picked litter from seven (7) locations throughout the Slate Belt.
In Wind Gap, volunteers from Giant Food Store picked up trash along Male Road targeting the opposite side of the street from the plaza.

State Representative Ann Flood and her volunteers collected trash on the off and on ramps of S.R. 33.

Slate Belt Rising has a Pressure Washing Program in place to assist with restoring the exterior of buildings in the 4 boroughs.

The Annual Slate Belt Rising Scholarships attracted 20 applications this year between the Pen Argyl and Bangor School Districts. 6 students were recommended to be awarded \$1,000 each.

MISCELLANEOUS:

Auditor General completed an on-site audit of the Liquid Fuels – Jan. 1, 2023 – Dec. 31, 2024

Representative Ann Flood’s Free Paper Shredding Event

Saturday, June 21, 2025 10:00 a.m. to 12:00 p.m.

Bushkill Township Volunteer Fire Company parking lot – 155 Firehouse Lane, Nazareth