

MINUTES
Stroudsburg Borough Council Meeting
Tuesday, August 20, 2019 at 7:00 P.M.

1. Call to Order/Roll Call - Present were: Council Member Joanne Kochanski, Council Member Anthony Lanfrank, Council Vice President Boyd Weiss, Mayor Tarah Probst, Solicitor Joseph McDonald, Council President James Smith, Borough Manager Maier and Council Member Erica McCabe. Absent were: Council Member Matt Abell and Council Member Mark Connors. A Quorum was present.
2. Pledge of Allegiance was recited.
3. Public Input for Agenda Items.
Agenda Item #15 – Elizabeth Bogart, Kate Croll and Leslie Perryman from Street2Feet Outreach Center were in attendance and provided a handout to Council about the Public Sleep-Out Event requested for Saturday, October 5, 2019 in Courthouse Square, the Commissioners have given approval, Street2Feet will send the approval letter to Ms. Maier and speak to her about any necessary permits. Lengthy discussion ensued. Street2Feet is requesting barricades at 6th and Monroe through Monroe and 7th. Motion by Mr. Lanfrank to allow road blocks to close 6th & Monroe by barricade at 8:00pm Saturday, October 5, 2019 through 8:00am Sunday October 6, 2019, second by Ms. McCabe. All in favor, Motion Carries.

Agenda Item #16 – Ms. Kirsten Jones was in attendance to discuss Trap-Neuter-Release Program for feral cats and provided a handout to Council. Lengthy discussion ensued. There are possible grants available, Ms. Jones will forward the information to Ms. Maier. Motion by Mr. Lanfrank to reimburse copay at \$15 per feral cat within the Borough of Stroudsburg, up to \$525, once the program ends come back to Council, second by Ms. Kochanski. All in favor, Motion Carries.
4. Approval of Council Meeting Minutes for Regular Meeting, August 6, 2019.
Motion by Ms. Kochanski to approve Council Meeting Minutes for Regular Meeting, August 6, 2019, second by Mr. Weiss. All in favor, Motion Carries.
5. Monthly Administrative Reports
 - a. Permits Issued Report
 - b. Public Works Report
 - c. Parking Report
 - d. Fire Department Report
 - e. Right-To-Know Report
 - f. Police Department Report (provided via email)Motion by Mr. Weiss to Accept Monthly Administrative Reports, second by Ms. Kochanski. All in favor, Motion Carries.
6. Accept Unaudited July, 2019 Treasurer's Report.
 - a. Bank Account Balances
 - b. Budget to Actual ReportMotion by Ms. Kochanski to Accept Unaudited July, 2019 Treasurer's Report, second by Mr. Weiss. All in favor, Motion Carries.

Old Business

7. Status of remaining Municipal Building Renovation Project Loan balance, re: Fire Alarm System, Upgrade Reception Area.

Ms. Maier advises there is a change to the agenda, items 10 and 11. Ms. Maier is looking for Council's approval to re-bid both again. One of the bids had an error in the calculation, if the calculation was correct it would have been within our budget, the 2 other bids were both over budget. The Fire Alarm bid was sent out. Johnson Controls who originally completed the proposal were contacted but did not send the bid back. Johnson Controls called Ms. Maier and wanted the Borough to still purchase the materials which they were given a PO for.

Motion by Ms. Kochanski to re-bid both HVAC system and Fire Alarm System, second by Mr. Weiss. Motion rescinded.

Motion by Ms. Kochanski to reject the original bids for the HVAC system, second by Mr. Weiss. All in favor, Motion Carries.

Motion by Ms. Kochanski to re-bid both the Fire Alarm System and HVAC system subject to Compliance with the Separation Act, second by Mr. Weiss. All in favor, Motion Carries.

Ms. Maier advises the Reception area cabinets were constructed and will be painted this weekend.

8. Status of Bike Rack Project. Ms. Maier has received an email from MCTI, they are proceeding with the next step to obtain the bike racks.
9. Status of proposed LERTA Ordinance. Ms. Maier advises the Ordinance was forwarded to the school board; their Attorney will be back August 26, 2019. Ms. Maier would like to schedule a meeting with Solicitor McDonald and the School's Attorney to go over the language.

New Business

10. Consideration to approve a bid for the replacement of the HVAC system at the Municipal Building. Addressed during Status of remaining Municipal Building Renovation Project Loan balance, re: Fire Alarm System, Upgrade Reception Area.
11. Consideration to approve a bid for the installation of a Fire Alarm System in the Municipal Building. Addressed during Status of remaining Municipal Building Renovation Project Loan balance, re: Fire Alarm System, Upgrade Reception Area.
12. Consideration to approve a Professional Services Agreement with RKR Hess, a Division of UTRS, for the design of a proposed ice-skating rink pending approval by property owners. Ms. Maier met with the property owner of 8th & Main who is interested. In the packet is a topographical survey for \$800 to determine the slope of the property; in addition, we need the layout of the ice rink size on the tax map, then we can submit to the property owner. This would be under the Borough's insurance. Lengthy discussion ensued.
Motion by Mr. Lanfrank to approve a Professional Services Agreement with RKR Hess, a Division of UTRS, for the design of a proposed ice-skating rink pending approval by property owners for \$800, second by Mr. Weiss. Voting YES (Ms. Kochanski, Mr. Lanfrank, Mr. Weiss, Ms. McCabe), Voting NO (Mr. Smith). All in favor, Motion Carries.
13. Consideration to approve a proposal from Barry Isett and Associates, Inc. for Electrical Engineering Services for the Mechanical and Fire Alarm Upgrades at the Municipal Building.

Motion by Mr. Weiss to approve a proposal from Barry Isett and Associates, Inc. for Electrical Engineering Services for the Mechanical and Fire Alarm Upgrades at the Municipal Building, second by Mr. Lanfrank. All in favor, Motion Carries.

14. Presentation by Andrew Lindauer, Assistant Code Enforcement Officer, regarding a proposed online application for permit submission. Andrew Lindauer provided documentation and explained along with the costs to Council. Ms. Maier advises there is money in the budget.
Motion by Mr. Lanfrank to spend \$2,000 for the setup and \$325 yearly, second by Mr. Weiss. All in favor, Motion Carries.
15. Consideration of a request from Street2Feet Outreach Center to hold a Sleep-Out Event for the public on October 5, 2019. Addressed during Public Input.
16. Presentation by Kirsten Jones about the Trap-Neuter-Release Program for feral cats. Addressed during Public Input.
17. Consideration to waive the event fee for the Stroudsburg Area School District Homecoming Parade on Friday, October 18, 2019.
Motion by Ms. Kochanski to waive the event fee for the Stroudsburg Area School District Homecoming Parade on Friday, October 18, 2019, second by Mr. Lanfrank. All in favor, Motion Carries.
18. Consider the application of Matt Abell, as recommended for approval and issuance by the Historic Architectural Review Board, for amendments to the previously approved application for alterations to the garage at 304 Wallace Street.
Motion by Mr. Lanfrank to Approve the application of Matt Abell, as recommended for approval and issuance by the Historic Architectural Review Board, for amendments to the previously approved application for alterations to the garage at 304 Wallace Street, second by Ms. Kochanski. All in favor, Motion Carries.
19. Consider the application of Peter Joseph, as recommended for approval and issuance by the Historic Architectural Review Board, for exterior alterations to the building at 526 Scott Street.
Motion by Mr. Lanfrank to Approve the application of Peter Joseph, as recommended for approval and issuance by the Historic Architectural Review Board, for exterior alterations to the building at 526 Scott Street, second by Ms. Kochanski. All in favor, Motion Carries.
20. Committee Reports
 - A. Codes Committee – No Report
 - B. Budget Committee– Ms. Smith advises the meeting needs to be scheduled.
 - C. Parking Committee - No Report
 - D. Recycling Committee - No Report
 - E. Sewer Committee - No Report

- F. Street Committee— Mr. Lanfrank advises the crosswalks will be in Courthouse Square opposed to Sarah and 7th. The design will be the Scales of Justice going across Monroe. Mr. Jody Singer is working on the design. Mr. Ace will provide the paint. The next meeting will be September 3rd at 6:00pm.
 - G. Personnel Committee—Ms. Maier advises she met with everyone on staff and did reviews and goals and will forward to Council.
 - H. Public Relations/Media Committee - No Report
 - I. Redevelopment Committee - No Report
 - J. I-80 Expansion Task Force Committee - No Report
 - K. Stroud Region Open Space and Recreation Commission - No Report
21. Mayor's Report—Mayor Probst asked about the newsletters. Ms. Maier advises the newsletter is done.
22. Council Member Reports
- Ms. Kochanski – No Report
 - Mr. Lanfrank - No Report
 - Mr. Weiss - No Report
- Mr. Smith— Mr. Smith advises the Fire Chief has asked for approval to take the ladder truck to the Pen Argyl parade on 9/2, East Stroudsburg will back us up.
- Motion by Ms. Kochanski to allow the Fire Department to use the ladder truck in the Pen Argyl parade September 2nd, second by Mr. Lanfrank. All in favor, Motion Carries.
- Mr. Smith would like a letter sent to Penn Dot asking if they can relocate the entrance sign from Route 80 East off Broad Street, residents are complaining they need to pull into the street. There are branches by the Ambulatory Center that are going over the sidewalk.
- Ms. McCabe—Ms. McCabe advises the handicapped space has not been installed at 507 Thomas.
23. Solicitor's Report— Solicitor McDonald will followup with the School Districts Attorney about Lerta, they needed additional time to review. The School Board wanted a follow up on the buses and 10th Street. Ms. Maier advises we are allowing the buses to remain on 10th Street.
24. Manager's Report—Ms. Maier has a personnel item for Executive Session.
25. Code Enforcement Officer's Report. Andrew advises there have been complaints about the tenant registration form on social media.
26. Street Superintendent's Report – No report
27. Approval of Bills on Warrants 190820.
Motion by Mr. Weiss to Approve Bills on Warrants 190820, second by Ms. Kochanski. All in favor, Motion Carries.

28. Public Input for Non-Agenda Items. No Public Input

29. Executive Session.

Motion by Mr. Lanfrank to adjourn to Executive Session at 8:25pm, second by Ms. Kochanski. All in favor, Motion Carries.

Motion by Ms. McCabe to reconvene the regular session at 9:15pm, second by Ms. Kochanski. All in favor, Motion Carries.

30. Adjournment

Motion by Ms. Kochanski to Adjourn at 9:15pm, second by Ms. McCabe. All in favor, Motion Carries.