

STROUDSBURG BOROUGH COUNCIL  
MINUTES, AUGUST 6, 2019

1. A meeting of the Stroudsburg Borough Council convened at 7:00 P.M. in the Council Chambers of the Stroudsburg Borough Municipal Building with the following members present: Council President James Smith, Vice-President of Council Boyd Weiss, Council President-Pro Tem Joanne Kochanski, Councilman Anthony Lanfrank, Councilman Matt Abell, Councilman Mark Connors, and Councilwoman Erica McCabe. Mayor Tarah Probst advised of her absence prior to the meeting. Mary Pat Quinn, Executive Assistant; Ronald Kimes, Zoning/Code Enforcement Officer; Brian Ace, Jr., Superintendent of Streets; and Joseph McDonald, Jr., Esq., Borough Solicitor, were also present.

2. Mr. Smith called the meeting to order and the Pledge of Allegiance was recited.

3. Public Hearing, 2019 Community Development Block Grant Application. Mr. Smith recognized Ms. Martha Robbins, Executive Director of the Monroe County Redevelopment Authority, who was present to assist with the public hearing. A motion was made by Mr. Connors, seconded by Mr. Abell to open the hearing for the 2019 Community Development Block Grant Application to the public. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)

Ms. Robbins provided the Borough Council with a copy of the Stroudsburg Borough CDBG Program Jurisdiction Map (revision date May 2019) and printed material about the Public Hearing on Housing and Community Development Needs, 2019 Community Development Block Grant Program. Adequate notice of the public hearing was provided by publishing notice in the legal section of The Pocono Record in the issue of June 16, 2019 and by posting the notice on the websites of the Borough of Stroudsburg, the Borough of East Stroudsburg, and the County of Monroe. The Borough of Stroudsburg along with Monroe County and East Stroudsburg Borough will begin its grant planning and the application process for the FY 2019 Community Development Block Grant. An evaluation of the eligible and fundable activities will be held during August, 2019. The Monroe County Board of Commissioners will conduct a second public hearing on October 2, 2019. Grant applications must be filed with the Department of Community and Economic Development no later than November 1, 2019.

The 2019 CDBG allocation for the Borough of Stroudsburg is \$106,042.00 which is an increase of \$2,492.00 from the 2018 CDBG program. The CDBG is a U.S. Department of Housing and Urban Development program that provides funds annually to the Commonwealth of Pennsylvania to assist municipalities and counties to develop viable and strong communities by providing decent housing, creating a suitable living environment, and expanding economic opportunities and improve the quality of life particularly for individuals in the low to moderate income range. The Borough of Stroudsburg has elected to use its CDBG funding toward street rehabilitation and reconstruction.

Stroudsburg Borough received \$77,656 in 2016 and will use it toward the 1<sup>st</sup> Street Paving and ADA Ramp Project (project mobilization will begin shortly); \$76,743 in 2017 and will use it toward the King Street Paving Project (project mobilization will begin shortly); and \$84,011 in 2018 and will use it toward the Oak Street Paving Project (to commence in Spring 2020).

The definitions of low and moderate-income households and the program requirements were also reviewed by Ms. Robbins. The discussion was opened to the public; however, there were no questions or comments. The Borough Council thanked Ms. Robbins for a thorough presentation and for her assistance to Stroudsburg Borough.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to close the public hearing. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)

4. Public Hearing and Consideration to Adopt An Ordinance of the Borough of Stroudsburg, Monroe County, Pennsylvania, Amending Chapter 15, Motor Vehicles and Traffic, of the Stroudsburg Code of Ordinances. The proposed Ordinance will add a handicap parking space in front of 509 Thomas Street.

The hearing was opened to the public. There were no questions or comments from the public. The public hearing was closed on a motion made by Mr. Lanfrank, seconded by Mrs. Kochanski. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)

“An Ordinance of the Borough of Stroudsburg, Monroe County, Pennsylvania, Amending Chapter 15, Motor Vehicles and Traffic, of the Stroudsburg Code of Ordinances” was adopted on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. Ms. McCabe advised Council that the Borough will be notified by the resident or her family when the parking space is no longer needed. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)

5. Public Input for Non-Agenda Items. There were no comments or questions from the public.

6. The minutes of the Council meeting on July 16, 2019 were approved as circulated on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)

7. Status of remaining Municipal Building Renovation Project Loan balance, re: Fire Alarm System, Upgrade Reception Area, HVAC improvements. Ms. Quinn reported for Borough Manager Jennifer Maier the following: The Notice to Bidders for the fire alarm system and HVAC improvements was published in the Pocono Record on August 2 and August 6, 2019. A non-mandatory pre-bid meeting will be held on August 12, 2019. Bids will be opened on August 16, 2019. The contractor is working on the reception area this week.

8. Status of Bike Rack Project. Ms. Quinn advised that Ms. Maier sent an email to the Monroe County Transit Authority for a status and also sent an email to Michelle Bisbing regarding the transportation hub.

9. The Borough Council approved a Resolution on July 2, 2019 to authorize the submission of a Multimodal Transportation Fund Grant in the amount of \$1,078,326.00 from the Commonwealth Financing Authority to be used for “Sidewalk Replacement and Bike Lane”. Ms. Maier submitted the grant application, and the grant agency requested clarification on a few items. The amount of the grant request was increased to \$1,083,015.78. A motion was made by Mrs. Kochanski, seconded by Mr. Abell to memorialize the revised grant request. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)

10. A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to adopt a Budget Transfer Resolution. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)

11. A motion was made by Mrs. Kochanski, seconded by Mr. Abell to approve the request of the Monroe County Veterans’ Association to hold the Annual Veterans’ Day Parade on Sunday, November 3,

2019 from 1:00 P.M. to approximately 3:00 P.M. Mr. Andrew Sterner, Vice-Chairman, was present; however, there were no questions or comments from the Borough Council. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)

12. A motion was made by Mrs. Kochanski, seconded by Mr. Lanfrank to approve the request of the Pocono Irish-American Club to hold the Annual St. Patrick's Day Parade on Sunday, March 22, 2020 from 1:30 P.M. to approximately 4:00 P.M. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)

13. Review information regarding single use plastics. Ms. McCabe passed on some information that she received from State Representative Maureen Madden regarding Section 1706-E which prohibits bans, taxes or regulations on single-use plastics, reusable plastics, auxiliary containers, wrappings and polystyrene containers until two reports to the PA General Assembly are complete; the reports are due on or before July 1, 2020. The General Assembly, local municipal government and other agencies must not enact laws, rules, regulations or ordinances in connection with the reduction or restriction of single use plastics until the reports are submitted and reviewed.

Mr. Connors suggested that the Recycling Committee review the proposed legislation and prepare a letter of support for Council's consideration. Mr. Abell added that East Stroudsburg Borough, also a municipal member of Twin Boroughs Recycling, should be encouraged to prepare a similar letter of support.

14. A motion was made by Mr. Abell, seconded by Mrs. Kochanski to approve the request of Erik Diemer to hold the Annual Downtown Christmas Tree Lighting on Friday, November 29, 2019 from 5:00 to 8:00 P.M. in Courthouse Square. Mr. Diemer was present, but there were no questions or comments from the Borough Council. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)

15. Discussion regarding assessment appeals. Mr. McDonald advised the Council that the Borough has received notices from the Monroe County Board of Assessment Revision regarding scheduled assessment appeals; there have been seven notices since July 12, 2019. He suggested that Council provide direction to the staff about which notices they would like to be aware of. A discussion ensued about the recent county-wide reassessment. Ms. McCabe suggested that the Borough should stay revenue neutral.

A motion was made by Mr. Connors, seconded by Mr. Weiss to request that staff provide the Borough Council with a summary of the pending appeals. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)

#### 16. Committee Reports.

- A. Codes Committee. Ms. Quinn reported that a proposed ordinance to revise zoning fees will be on the August 20, 2019 agenda for Council's consideration.
- B. Budget Committee. Ms. Maier met with all staff and the Fire Department to review 2020 budget requests.
- C. Parking Committee. Nothing to report.
- D. Recycling Committee. Nothing to report.

- E. Sewer Committee. Ms. Quinn reported that there is a flooding issue on Church Alley. Mr. Ace stated that he is aware of the situation.
- F. Street Committee. Ms. Maier and Mr. Ace are working on a revision to the 10-year list of proposed paving projects, and RKR Hess will prepare engineering estimates.
- G. Personnel Committee. Mr. Connors reported that the Personnel Committee met and discussed Parliamentary Procedure and related processes for the conduct of business by the Borough Council. The discussion will continue at their next meeting on September 26.
- H. Public Relations/Media Committee. Ms. McCabe reported that the rainy Concerts in the Park Series has come to an end. The performances that did occur were excellent. The Committee will begin to consider performers for the 2020 Concert Series in February. Stroudsburg Borough residents who are musicians are given first preference.
- I. Redevelopment Committee. Mr. Abell reported that the Committee met on August 2 and discussed the proposed revision to the overlay area. The Committee will meet with the HARB Chairman, Ken Lang, during the week of August 12 to get their input.
- J. I-80 Expansion Task Force Committee. Mr. Connors reported that he, Mayor Probst and Borough Manager Jennifer Maier attended an informational meeting held by Penn DOT at the Monroe County Control Center last week for local officials. Penn DOT will be reconfiguring the traffic counts to get more accurate, current data; however, tenor of the meeting was that their plans are not being affected. It seems that they will still close Shafer's Schoolhouse Road. Route 611 between Main Street and Radio Drive (the strip mall with Best Buy, Michael's, et al) is being studied. Mr. Connors encouraged the public to reach out to the P. A. Senate and House Transportation Committee to voice concerns about the impact of the I-80 expansion. Mr. Smith stated that someone who attended that meeting complimented Mr. Connors and Kris Battle for all of the information the I-80 Expansion Task Force has collected and shared; Mr. Connors was a great representative of the Borough at the meeting.
- K. Stroud Region Open Space and Recreation Commission. Nothing to report.

16. Mayor's Report. No report.

17. Council Member Reports. Mrs. Kochanski, Mr. Lanfrank, Mr. Weiss, Mr. Abell, and Mr. Connors had nothing additional to report.

Ms. McCabe advised that a resident expressed displeasure with the condition of the tree wells. It was suggested that Ms. Maier reach out to Magisterial District Judge Kristina Anzini to see if she would provide community service workers to weed the tree wells. Mr. Smith also suggested reaching out to the high school garden club. Mr. Ace will also reach out to the Mattioli Fund to see if funds might be available for a contractor to weed and mulch the tree wells next year.

Mr. Smith introduced Mr. Richard Staneski, a resident of Bryant Street, who requested that the Council consider naming the Bryant Street Park after Ellen Frehner. Ms. Frehner has been maintaining the landscaping at the park, holding master gardening classes and children's gardening classes. There was a discussion about the request. Mr. Abell suggested that a letter of appreciation should be sent to her in the meantime. A motion was made by Mr. Connors, seconded by Mr. Lanfrank to request that the Parks and Recreation Committee review the request to determine an appropriate way to honor Ms. Frehner's volunteer efforts. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)

18. Solicitor's Report.

Mr. McDonald noted that he provided a draft LERTA Ordinance to Council at the last meeting. Council asked that the Ordinance be revised to include a 10-year plan and that the entire Borough be included. He emailed the revision to Council on August 5; however, Council would like to review it and discuss it at the August 20 meeting. Mr. McDonald will find out if the Borough is permitted to act independently of the Stroudsburg Area School District and report his findings at that time.

19. Manager's Report. No additional information to report.

20. Code Enforcement Officer's Report. Mr. Kimes reported that the Monroe County Planning Commission has provided all of the municipalities in the County with a model Short Term Rental Ordinance. Mrs. Kochanski set the next meeting of the Codes Committee on September 9 at 9:00 A.M. at which time the model ordinance will be reviewed. She asked Solicitor McDonald to review it and provide his recommendations prior to the Codes meeting.

21. Street Superintendent's Report. Mr. Ace reported that the levy inspection was conducted by the Army Corp of Engineers on July 19, and the Street Department did an excellent job. Drainage work will start on King Street and 1<sup>st</sup> Street in preparation for the paving and ADA ramps projects. The Main Street planting program will be starting soon.

22. Approval of Bills on Warrants 190806. A motion was made by Mr. Abell, seconded by Mrs. Kochanski to approve the Bills on Warrants for 190806. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)

23. Public Input for Non-Agenda Items. There were no questions or comments from the public.

24. An Executive Session was not needed.

25. The meeting was adjourned at 8:15 P.M. on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried with all present voting affirmatively. (7-yes, 0-no, 0-abstentions)