

REVISED MINUTES
Stroudsburg Borough Council Meeting
Tuesday, December 17, 2019 at 7:00 P.M.

1. Call to Order/Roll Call - Present were: Council Member Joanne Kochanski, Council Vice President Boyd Weiss, Mayor Tarah Probst, Solicitor Joseph McDonald, Council President James Smith, Interim Borough Manager Quinn, Council Member Matt Abell, Council Member Mark Connors and Council Member Erica McCabe. Absent was Council Member Anthony Lanfrank. A Quorum was present.
2. Pledge of Allegiance was recited.
3. Approval of Council Meeting Minutes for the Regular Meeting, December 3, 2019.
Motion by Ms. Kochanski to Approve Council Meeting Minutes for the Regular Meeting, December 3, 2019, second by Mr. Weiss. All in favor, Motion Carries.
4. Approval of Council Meeting Minutes for the Special Meeting, December 9, 2019.
Motion by Mr. Weiss to Approve Council Meeting Minutes for the Special Meeting, December 9, 2019, second by Ms. Kochanski. 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 November, 2019 Treasurer's Report.
 - a. Bank Account Balances
 - b. Budget to Actual ReportMotion by Mr. Weiss to Accept Unaudited November, 2019 Treasurer's Report, second by Ms. Kochanski. All in favor, Motion Carries.

Mayor Probst presented and read Ms. Kochanski with a Proclamation of Service for 19 years of service on Borough's Council and the Planning Commission.

Ms. Erin DeRosa on behalf of State Representative Maureen Madden presented and read Ms. Kochanski a Service Award for 40 years of service to Stroudsburg Borough.

Mayor Probst presented and read Mr. Connors with a Proclamation of Service for his 4 years of service on Borough's Council, I-80 Task Force, Re-Development and Personnel Committees.

Mr. Smith mentioned over the last few years, he and Ms. Kochanski didn't always see eye to eye but we agree to be friends and to move forward and work together. Mr. Smith will miss Mr. Connors detailed research. Mr. Smith advises there will be a short recess for a celebration and Ms. Kochanski will run the remainder of the meeting.

Motion by Ms. McCabe to recess at 7:12 for a celebration, second by Mr. Abell. All in favor, Motion Carries.

Ms. Kochanski recalls the meeting at 7:40pm.

Old Business

7. Status of Bike Rack Project. Ms. Quinn advises MCTA had questions about quantity, style, location and materials of the bike racks. All questions have been responded to and MCTA will draw up a contract and go out to bid.
8. Status of proposed LERTA Ordinance. Solicitor McDonald advises we have been back and forth with the School District; we are giving the School one more opportunity to do the same as us if not we will move forward.
9. Status of proposed ice rink. Ms. Quinn advises she and Mr. Ace have completed the grant and submitted to Pocono Visitors Bureau. Mr. Ace advises the pitch is good at 10.8 and the area will be level. The ice rink was ordered today, there is a 10-day lead time and we are expecting mid-January.

New Business

10. Consideration to Approve Change Order #3 for the 1st Street Paving and ADA Ramps Project which will reduce the contract price by an additional \$40,284.05.
Motion by Mr. Smith to Approve Change Order #3 for the 1st Street Paving and ADA Ramps Project which will reduce the contract price by an additional \$40,284.05, second by Mr. Weiss. All in favor, Motion Carries.
11. Consideration to Approve Payment Request #1 in the amount of \$332,527.22 from Barker and Barker for the 1st Street Paving and ADA Ramps Project.
Motion by Mr. Smith to Approve Payment Request #1 in the amount of \$332,527.22 from Barker and Barker for the 1st Street Paving and ADA Ramps Project, second by Mr. Weiss. All in favor, Motion Carries.
12. Consideration to Adopt a Resolution of the Stroudsburg Borough Council to Revise the Fee Schedule for Health Licenses.
Motion by Mr. Weiss to Adopt a Resolution of the Stroudsburg Borough Council to Revise the Fee Schedule for Health Licenses, second by Mr. Smith. Mr. Kimes advises this change will affect 2 restaurants with the License increasing from \$100 to \$175 as per the state; if Health Licenses are not received by April 1st, daily fees can be assessed along with citing with the District Magistrate. All in favor, Motion Carries.
13. Consideration to Approve a Recommendation from the Personnel Committee to establish the position of Assistant Borough Manager, to assign the current Acting Borough Manager to that position when the Borough Manager position is filled and to establish an appropriate compensation level. Mr. Connors advises the Committee would like to recognize Ms. Quinn for covering the Borough Manager position twice with the compensation being discussed during Executive Session later. Lengthy discussion ensued. Motion by Mr. Connors to Table a Recommendation from the Personnel Committee to establish the position of Assistant Borough Manager, to assign the current Acting Borough Manager to that position when the Borough Manager position is filled and to establish an appropriate compensation level, second by Mr. Smith. All in favor, Motion Carries.

14. Consideration to Approve a Recommendation from the Personnel Committee to adopt a Handbook of Council Operations.
Motion by Mr. Abell to Approve a Recommendation from the Personnel Committee to adopt a Handbook of Council Operations and to include this item at the re-organization meeting in 2020, second by Mr. Connors. Lengthy discussion ensued. All in favor, Motion Carries.
15. Consideration to Approve a Recommendation from the Personnel Committee to adopt a Policy for Recruitment, Selection, Retention and Removal of Members of Advisory Boards.
Motion by Mr. Abell to Approve a Recommendation from the Personnel Committee to adopt a Policy for Recruitment, Selection, Retention and Removal of Members of Advisory Boards and to include this item at the re-organization meeting in 2020, second by Ms. McCabe. All in favor, Motion Carries.
16. Consideration to Approve a Recommendation from the Personnel Committee to explicitly authorize the Borough Manager to terminate, hire or promote any staff member within the limits of staff positions and salary ranges established by Council (New staff positions or salary changes outside of those previously budgeted would require Council approval). Lengthy discussion ensued.
Motion by Mr. Connors to Approve a Recommendation from the Personnel Committee to explicitly authorize the Borough Manager to terminate, hire or promote any staff member within the limits of staff positions and salary ranges established by Council (New staff positions or salary changes outside of those previously budgeted would require Council approval). No 2nd, Motion died.
17. Consider the Application of Carmen Rodriguez, as Recommended for Approval and Issuance by the Historic Architectural Review Board, for the replacement of garage roofing at 18 South Eighth Street.
Motion by Mr. Smith to Approve the Application of Carmen Rodriguez, as Recommended for Approval and Issuance by the Historic Architectural Review Board, for the replacement of garage roofing at 18 South Eighth Street, second by Mr. Weiss. All in favor, Motion Carries.
18. Committee Reports.
 - A. Codes Committee – Ms. Kochanski advises it was addressed at the Special Meeting.
 - B. Budget Committee– Mr. Smith advises the Committee met earlier and is asking Council for 2 votes about the milage rates at the December 30th Public Hearing. The initial milage rate is 6.05 as we are required to show the rate the same as the assessed year; the final milage rate will be 6.658. Ms. Quinn advises there is a Legal Ad for the Public Hearing but Council needs to authorize scheduling the hearing for the Tax Ordinance tonight for the meeting December 30th.
Motion by Mr. Smith to establish rates at the December 30th Public Hearing at 4:30pm, second by Mr. Weiss. All in favor, Motion Carries.
 - C. Parking Committee– No Meeting
 - D. Recycling Committee - No Meeting
 - E. Sewer Committee - No Meeting
 - F. Street Committee - No Meeting

- G. Personnel Committee—Mr. Connors has an item for Executive Session. Mr. Connors advises the consultant has the top 2 candidates scheduled for interviews at 5:30pm December 27th and December 30th. Mr. Scott Fiore has 2 additional phone interviews for possibly 2 final candidates. Solicitor McDonald advises the new Council Members can be brought into Executive Session. Motion by Mr. Smith to schedule a Special Meeting 5:30pm on December 27th and December 30th, second by Mr. Abell. All in favor, Motion Carries.
- H. Public Relations/Media Committee— Mayor Probst advises the snowman vandals were caught, thank you to SARP.
- I. Redevelopment Committee— Mr. Abell advises the Committee meeting is this Thursday 5:00pm. Mr. Abell advises the Planning Commissions comments were forwarded to everyone; in addition, Solicitor McDonald has some comments about the parking provisions in the Ordinance and if they qualify for the impact fee. Lengthy discussion about the financial component in the Ordinance. Motion by Mr. Connors to continue with Thursday's Redevelopment meeting, second by Mr. Abell. All in favor, Motion Carries.
- J. I-80 Expansion Task Force Committee - Mr. Connors advises there is a meeting with Representative Rosemary Brown early January and we are trying to get the County Commissioners to adopt the Ordinance. Mr. Connors advises we are still seeking opportunities and endorsements. Mr. Connors advises within the month Penn Dot will begin engineering changes.
- K. Stroud Region Open Space and Recreation Commission— Mr. Weiss advises summer programs were discussed.
19. Mayor's Report – Mayor Probst would like the Personnel Committee to interview any internal employees.
20. Council Member Reports
Ms. Kochanski – Ms. Kochanski would like to thank everyone for tonight and would like to continue to serve and stay on Committees.
21. Solicitor's Report – Solicitor McDonald has 2 follow up items for Executive Session.
22. Manager's Report – Ms. Quinn advises Big Belly will ship December 30 with the installation to follow. There is a meeting this Thursday with Super Heat about the HVAC.
23. Code Enforcement Officer's Report— Mr. Kimes advises a permit was issued to Nino's Italian Hot Dogs. At the Zoning Hearing Board, AKS was tabled and Shanti House has an end date of February 2020. The Hampton Inn has updated the facade. Single family homes were issued permits in Godfreys Gate and Colbert/Stokes. We have collected \$11,130 in rental fees.
24. Street Superintendent's Report— No Report
25. Approval of Bills on Warrants 191217.
Motion Mr. Smith to Approve Bills on Warrants 191217, second by Mr. Weiss. All in favor, Motion Carries.
26. Public Input for Non-Agenda Items.

Solicitor McDonald advises the re-organization meeting needs to be the 1st Monday in January.

Motion by Mr. Smith to advertise the re-organization meeting Monday January 6, 2020, second Mr. Weiss. All in favor, Motion Carries.

27. Executive Session.

Motion by Mr. Abell to Adjourn at 8:49pm to Executive Session, second by Mr. Smith. All in favor, Motion Carries.

Motion by Ms. McCabe to Re-Convene at 9:25pm, second by Mr. Connors. All in favor, Motion Carries

28. Adjournment

Motion by Ms. McCabe to Adjourn at 9:25pm, second by Mr. Connors. All in favor, Motion Carries.