

MINUTES
Stroudsburg Borough Council Meeting
Tuesday, October 15, 2019 at 7:00 P.M.

1. Call to Order/Roll Call - Present were: Council Member Joanne Kochanski, Council Member Anthony Lanfrank, Mayor Tarah Probst (in attendance until 7:15pm), Solicitor Joseph McDonald, Interim Borough Manager Quinn, Council Member Matt Abell, Council Member Mark Connors and Council Member Erica McCabe. Absent were Council Vice President Boyd Weiss and Council President James Smith. A Quorum was present.

2. Pledge of Allegiance was recited.

3. Public Hearing and Consideration to Adopt An Ordinance of the Stroudsburg Borough Council to Amend Chapter 15, Motor Vehicles and Traffic, Part 3, Section 15-309 Entitled "Special Purpose Parking Zones Established; Parking Otherwise Prohibited" of the Stroudsburg Borough Code." The proposed Ordinance will change the Motorcycle Only parking spaces to Compact Only spaces and remove the parking space in front of 425 Main Street to allow for improved site distance from Kitson Alley.

Motion by Mr. Lanfrank to close Public Hearing and Consideration to Adopt An Ordinance of the Stroudsburg Borough Council to Amend Chapter 15, Motor Vehicles and Traffic, Part 3, Section 15-309 Entitled "Special Purpose Parking Zones Established; Parking Otherwise Prohibited" of the Stroudsburg Borough Code." The proposed Ordinance will change the Motorcycle Only parking spaces to Compact Only spaces and remove the parking space in front of 425 Main Street to allow for improved site distance from Kitson Alley, second by Ms. McCabe. All in favor, Motion Carries.

Motion by Mr. Lanfrank to Adopt An Ordinance of the Stroudsburg Borough Council to Amend Chapter 15, Motor Vehicles and Traffic, Part 3, Section 15-309 Entitled "Special Purpose Parking Zones Established; Parking Otherwise Prohibited" of the Stroudsburg Borough Code." The proposed Ordinance will change the Motorcycle Only parking spaces to Compact Only spaces and remove the parking space in front of 425 Main Street to allow for improved site distance from Kitson Alley, second by Mr. Abell. All in favor, Motion Carries.

4. Approval of Council Meeting Minutes for Regular Meeting, October 1, 2019.

Motion by Mr. Lanfrank to Approve Council Meeting Minutes for Regular Meeting, October 1, 2019, second by Ms. McCabe. All in favor voting YES (Mr. Lanfrank, Ms. Kochanski, Mr. Connors, Ms. McCabe), Mr. Abell abstained. 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. Lanfrank to Accept Monthly Administrative Reports, second by Ms. McCabe. All in favor, Motion Carries.

6. Accept Unaudited September, 2019 Treasurer's Report.

a. Bank Account Balances b. Budget to Actual Report

Motion by Mr. Lanfrank to Accept Unaudited September, 2019 Treasurer's Report, second by Mr. McCabe. 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. Quinn advises Mr. Kimes has prepared the punch list and it was forwarded to the contractor; there is meeting this Thursday for a walk-through.
8. Status of Bike Rack Project. Ms. Quinn will forward the contact to Mr. Lanfrank.
9. Status of proposed LERTA Ordinance. Solicitor McDonald advises he spoke to and received a letter from Attorney David Comer, the School District's Solicitor asking what steps the Borough has taken. The School District has not addressed LERTA during public sessions. Solicitor McDonald advises we need to resolve if LERTA applies to residential properties, we looked at the definition and it appears to apply to Commercial or Industrial only; also, is Council sold on the 10-year phasing? The Borough would take action by scheduling a Public Hearing. Once the Borough formally creates the Lerta Ordinance the School District can act by Resolution. Mr. Chuck Leonard was hoping to meet with the School District. The other item discussed is if the Borough is interested in placing a sunset provision clause. Mr. Abell advises the Redevelopment Committee originally spoke about including a sunset provision clause; a developer could apply for the 10 year but overall could get 20 years. Solicitor McDonald asks what is the source of authority to revoke a Lerta exemption? There is language about the owner falling behind or becoming delinquent in taxes or other Ordinances.
Motion by Mr. Connors to ask Solicitor McDonald to revise the proposed Ordinance to include the flexibility necessary to accommodate the items mentioned by Solicitor McDonald and Mr. Abell risking ramification with further action from the Borough, second by Mr. Abell. All in favor, Motion Carries.
10. Status of proposed ice rink. Mayor Probst advises there are some issues for the location at 8th and Main and the location for Concerts in the Park may be better. Mayor Probst advises she will speak to the County Commissioners for approval at the I-80 meeting next week. Ms. Kochanski asked if we could close the 600 block on Monroe Street for the ice rink.
11. Consideration to Approve the 2018 Audited Financial Statements of the Borough of Stroudsburg.
Motion by Mr. Connors to Approve and Accept the 2018 Audited Financial Statements of the Borough of Stroudsburg, second by Mr. Lanfrank. Mr. Connors will email his comments to Council. All in favor, Motion Carries.
12. Consideration to Approve a proposal from Traffic Planning and Design, Inc. to prepare a conceptual roadway improvement plan depicting modifications to the intersection of Lower Main Street and North 5th Street in the amount of \$4,500.00.
Motion by Mr. Connors to Approve a proposal from Traffic Planning and Design, Inc. to prepare a conceptual roadway improvement plan depicting modifications to the intersection of Lower Main Street and North 5th Street in the amount of \$4,500.00, second by Mr. Abell. Ms. Quinn advises funding is from the Engineering budget. Mr. Connors would like the Finance Committee to look into increasing funding related to intersections when Penn Dot will widen the Broad Street bridge. All in favor, Motion Carries.

New Business

13. Consideration to Schedule a Public Hearing for An Ordinance to Amend Chapter 15, Motor Vehicles and Traffic, Part 2, Traffic Regulations, Section 15-207 Entitled, “Gross Weight Limits Established” of the Stroudsburg Borough Code”. The proposed Ordinance will allow school or public transportation buses in excess of three tons to travel on North Tenth Street from North Ninth Street to Main Street. Ordinance #1059, which was adopted on October 18, 2018, set the restriction.
Motion by Mr. Connors to Schedule a Public Hearing November 19, 2019 for An Ordinance to Amend Chapter 15, Motor Vehicles and Traffic, Part 2, Traffic Regulations, Section 15-207 Entitled, “Gross Weight Limits Established” of the Stroudsburg Borough Code”. The proposed Ordinance will allow school or public transportation buses in excess of three tons to travel on North Tenth Street from North Ninth Street to Main Street. Ordinance #1059, which was adopted on October 18, 2018, set the restriction, second by Mr. Lanfrank. All in favor, Motion Carries.
14. Consideration to Approve the 2018 Audited Financial Statements of Twin Boroughs Recycling. Motion by Ms. McCabe to Approve the 2018 Audited Financial Statements of Twin Boroughs Recycling, second by Mr. Abell. All in favor, Motion Carries.
15. Consideration to Approve the 2020 Budget for the Stroud Area Regional Police Department. Motion by Mr. Lanfrank to Approve the 2020 Budget for the Stroud Area Regional Police Department, second by Ms. McCabe. All in favor, Motion Carries.
16. Consideration to Adopt a Resolution Authorizing the Monroe County Board of Commissioners to Submit an Application for FY 2019 Community Development Block Grant Program Funds in the amount of \$106,042.00 on Behalf of the Borough of Stroudsburg. The subject of the grant application is street improvements to Fetherman Street.
Motion by Mr. Lanfrank to Adopt a Resolution Authorizing the Monroe County Board of Commissioners to Submit an Application for FY 2019 Community Development Block Grant Program Funds in the amount of \$106,042.00 on Behalf of the Borough of Stroudsburg. The subject of the grant application is street improvements to Fetherman Street, second by Ms. McCabe. Discussion if sidewalks could be included. All in favor, Motion Carries.
17. Consideration to Approve the Cooperation Agreement between the County of Monroe and the Borough of Stroudsburg for the FY 2019 CDBG Program Administration and to authorize James Smith, Council President; Tarah Probst, Mayor; and Mary Pat Quinn, Interim Borough Manager to execute the agreement on behalf of the Borough of Stroudsburg.
Motion by Mr. Connors to Approve the Cooperation Agreement between the County of Monroe and the Borough of Stroudsburg for the FY 2019 CDBG Program Administration and to authorize James Smith, Council President; Tarah Probst, Mayor; and Mary Pat Quinn, Interim Borough Manager to execute the agreement on behalf of the Borough of Stroudsburg, second by Ms. McCabe. All in favor, Motion Carries.
18. Consideration to Adopt a Resolution of the Stroudsburg Borough Council to Request a Study of the Impacts of the NJDOT I-80 Rockfall Mitigation Project to the Infrastructure, Economy and Commerce of the Poconos.

Motion by Mr. Connors to Adopt a Resolution of the Stroudsburg Borough Council to Request a Study of the Impacts of the NJDOT I-80 Rockfall Mitigation Project to the Infrastructure, Economy and Commerce of the Poconos, second by Ms. McCabe. Discussion as Knowlton Township has had several municipalities adopt similar resolutions. All in favor, Motion Carries.

19. Review a request from Thomas Dalton, P.G., Senior Geologist of MEA, Inc. to amend Sections 26-321 “Connection Required” and 26-322 “Unlawful to Maintain Private Supply System” of the Stroudsburg Borough Code.

Motion by Mr. Abell to refer to the Codes Committee, second by Mr. Connors. All in favor, Motion Carries.

20. Consideration to Approve a request from the Pocono Mountains Chapter of the Red Cross to hold the “Run for the Red” Marathon on Sunday, May 17, 2020.

Motion by Ms. McCabe to Approve a request from the Pocono Mountains Chapter of the Red Cross to hold the “Run for the Red” Marathon on Sunday, May 17, 2020, second by Mr. Abell. All in favor, Motion Carries.

21. Consideration to Approve a request from Reverend Douglas Moyer for the Issuance of 8 visitor parking passes for Christ Episcopal Church at 205 North 7th Street and a waiver of the associated fee.

Motion by Ms. McCabe to Table the request for further information, second by Mr. Abell. All in favor, Motion Carries.

22. Consider the Application of Jim Evanisko, as recommended for Approval and Issuance by the Historic Architectural Review Board, for the replacement of windows at 109-111 North Eighth Street.

Motion by Mr. Abell to Approve the Application of Jim Evanisko, as recommended for Approval and Issuance by the Historic Architectural Review Board, for the replacement of windows at 109-111 North Eighth Street, second by Mr. Connors. All in favor, Motion Carries.

23. Consider the Application of Eric and Pat Adelman, as recommended for Approval and Issuance by the Historic Architectural Review Board, for the replacement of roofing and exterior alterations at 704 Thomas Street.

Motion by Mr. Abell to Approve the Application of Eric and Pat Adelman, as recommended for Approval and Issuance by the Historic Architectural Review Board, for the replacement of roofing and exterior alterations at 704 Thomas Street, second by Mr. Connors. All in favor, Motion Carries.

24. Consider the Application of Fred Kresge, as recommended for Approval and Issuance by the Historic Architectural Review Board, for the installation of gutters at 108 North Sixth Street.

Motion by Mr. Abell to Approve the Application of Fred Kresge, as recommended for Approval and Issuance by the Historic Architectural Review Board, for the installation of gutters at 108 North Sixth Street, second by Mr. Connors. All in favor, Motion Carries.

25. Committee Reports.

A. Codes Committee – No Meeting

B. Budget Committee – The next meeting is next Tuesday at 3:30pm.

C. Parking Committee – The next meeting is October 22nd at 4:00pm

D. Recycling Committee - No Meeting

E. Sewer Committee - No Meeting

F. Street Committee – Mr. Lanfrank would like to ask staff to prepare an Ordinance for weight limit signs on Robeson, Bryant and Clermont (between Park and Broad) to prohibit trucks.
Motion by Mr. Lanfrank to ask staff to prepare an Ordinance for weight limit signs on Robeson, Bryant and Clermont (between Park and Broad) to prohibit trucks, second by Mr. Abell. All in favor, Motion Carries.

The Committee will look into reducing speed limits in residential areas to 15mph at the next meeting.

G. Personnel Committee – The next meeting is October 24th at 4:00pm, discussion will include guidelines to Roberts Rules and the consultant has received our feedback

H. Public Relations/Media Committee - No Meeting

I. Redevelopment Committee – The next meeting is Wednesday October 23rd at 3:30pm, discussion to finalize the overlay.

J. I-80 Expansion Task Force Committee – The next meeting is October 22nd at 6:00pm. This Thursday October 24th, we will be meeting with the County Commissioners seeking their endorsements. The Committee will go to the Planning Commission meeting next week encouraging they enforce Borough Council and Task Force positions.

K. Stroud Region Open Space and Recreation Commission – Ms. Kochanski and Mr. Lanfrank attended the open house for the new Director.

26. Mayor's Report – Mayor Probst advises in last Friday's Pocono Record, Tarah's take mentions every business in Stroudsburg.

27. Council Member Reports

Ms. Kochanski – Ms. Kochanski advises we have never designated handicapped spaces but the City of Easton designates handicapped spaces.

Mr. Lanfrank – No Report

Mr. Abell – No Report

Mr. Connors – Mr. Connors attended the County's Planning Commissions Trails & Greenway forum. There were state representative grant organizations in attendance, it was an opportunity to connect in getting grants for Trails and Greenway's. The Planning Commission will do free "GIS" Mapping. Mr. Connors would like to compliment Mr. Ace and the Street Department staff for excellent work to the public.

Ms. McCabe – Ms. McCabe advises she was speaking to Barb Keiper whose daughter works in Dan Higgins office; her daughter suddenly passed away from a heart attack and asked if all SARP Officers have AED's in the cars. Chief Lyons advised all Officers have AED units in their cars, it happens the Officer who responded that night, the AED unit was out being serviced. The handicap space on Thomas needs to be enforced.

28. Solicitor's Report – Solicitor McDonald advised Mr. Dave Horton from BCRA has requested a budget meeting October 30th; Mr. Tim McManus has attended in the past but he is currently representing Pocono Township relating to BCRA. Ms. Quinn advises she will be attending and Mr. James Smith may ask Mr. Abell to attend. Ms. Quinn advises the Municipalities meet every 3 years to review the agreement and there will be a discussion about Pocono Township's contributions. Solicitor McDonald advises there is discussion to update Stroudsburg and Stroud Township's agreement going back 30 years prior to BCRA and replacing interceptor lines coming into the Borough, it is an old agreement prior to BCRA taking over the sewer lines. Attorney Comer advises we will be getting written consent on the sub-lease for Stroudsburg Little League. Solicitor McDonald will be sitting in for Attorney Chris Brown at Mondays Planning Commission Meeting. Solicitor McDonald is still working on the breakdown of the 2 Ordinances from the last meeting about Short Term Rentals. Solicitor McDonald submitted a proposed update to the employee manual with respect to computer electronics.
29. Manager's Report – Ms. Quinn is requesting a brief, special Council Meeting early November; we will be opening bids October 30th for the HVAC system as we need to draw down on the Municipal funds by December 1st. The meeting would need to be advertised. Ms. Quinn asked if Thursday November 7th at 5:00pm would work. Mr. Abell would also like to discuss Lerta.
Motion by Ms. McCabe to schedule a Special Council Meeting Thursday November 7th at 5:00pm to discuss special bids, Lerta and anything else for Council, second by Mr. Abell. All in favor, Motion Carries.
30. Code Enforcement Officer's Report – Mr. Kimes advises there will be a Planning Commission meeting about the Hess gas station looking to change to a convenience store and the Shanti House Land Development. Mr. Connors would like to be on the agenda as we are looking for I-80 endorsements. Mr. Kimes advises resident Mr. Hammond who inquired about 124 Lee (rear); the certified letter was returned; the property was posted on the front door. Mr. Stevens cited the property July 2019 and is awaiting a plea, the end of the month in November it will be brought to Council and Solicitor McDonald. Mr. Kimes has reviewed the ad and will work with Ms. Quinn this week to advertise in the Pocono Record and PSAB.
31. Street Superintendent's Report – Mr. Ace advises he met with Michael Morano about the Pride flags and the Cancer Society. The Pride flags will hang in Courthouse Square June 1st with the Purple flags hanging on Main Street June 1st through June 14th, when the Purple flags come down on Main Street June 14th, the Pride flags will go up on Main Street.
32. Approval of Bills on Warrants 191015.
Motion by Mr. Abell to Approve Bills on Warrants 191015, second by Ms. McCabe. All in favor, Motion Carries.
33. Public Input for Non-Agenda Items. No Public Input.
34. Executive Session. No Executive Session.
35. Adjournment
Motion by Mr. Lanfrank to Adjourn at 8:30pm, second by Ms. McCabe. All in favor, Motion Carries.