

MINUTES
Stroudsburg Borough Council Meeting
Tuesday, September 17, 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, Interim Borough Manager Quinn, Council Member Matt Abell, Council Member Mark Connors and Council Member Erica McCabe. A Quorum was present.
2. Pledge of Allegiance was recited.
3. Public Input for Agenda Items. No Public Input for Agenda Items.
4. Approval of Council Meeting Minutes for Regular Meeting, September 3, 2019.
Motion by Mr. Weiss to approve Council Meeting Minutes for Regular Meeting, September 3, 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 Ms. Kochanski to Accept Monthly Administrative Reports, second by Mr. Weiss. All in favor, Motion Carries.
6. Accept Unaudited August, 2019 Treasurer's Report.
 - a. Bank Account Balances
 - b. Budget to Actual ReportMotion by Mr. Weiss to Accept Unaudited August, 2019 Treasurer's Report, second by Ms. Kochanski. All in favor, Motion Carries.

Old Business

Extra Item not on the Agenda:

Mr. Brian Ace advised King and 1st Streets are being paved this year. The curbing is complete on King. While working on 1st Street a gas line was hit 2 inches below the sidewalk. The job was shut down for safety reasons. The original plan was to take 12 inches out of the road and reconstruct. We will be unable to go that deep as there are multiple gas lines on the road. Mr. Brian Ace has spoken to Ms. Ann Winger from RKR Hess and Gavin from Barker & Barker Paving and feel overlaying the street will work best. This will save the Borough about \$300 in tonnage and Mr. Brian Ace is proposing we also scratch and overlay the following streets which were scheduled for paving in 2020 and 2021. Queen, Scott (from 5th to 8th), Stokes, Lee, Collins (Broad to Stokes) and Bryant (from Broad to Huston). Mr. Ace advises the overlay with leveling will be structurally sound. Ms. Ann Winger advises we are working with CDBG on the grant to approve the changing of the project. Ms. Quinn advises we use CDBG funding of \$77K first with the balance coming from the street fund. Solicitor McDonald needs more time to review the contract and advises there are (5) criteria:

- Detailed description in change in work
- Contractor's proposal
- A definite statement in price and time
- The statement work performed is within the contract
- Signatures

Motion by Mr. Lanfrank to approve the change subject to the terms of the contract and subject to consent of the Redevelopment Authority and approval by Solicitor McDonald, second by Ms. Kochanski. All in favor, Motion Carries.

Mr. Ace also asked if the degradation fee can be waived for 2 years after the road is paved. After the 2-year time period the utility company would pay following our Ordinance.

7. Status of remaining Municipal Building Renovation Project Loan balance, re: Fire Alarm System, Upgrade Reception Area. Ms. Quinn advises agenda item 11 is on the agenda for the HVAC; there is a final payment on the warrant list for the contractor and Ms. Quinn is suggesting a recess at the end of the meeting for Council to walk through the reception area.
8. Status of Bike Rack Project. No update.
9. Status of proposed LERTA Ordinance. Solicitor McDonald submitted to the school last month and we have had no response from either Dr. Curry or the school board. Mayor Probst advises the school board is meeting tomorrow night.
10. Status of proposed ice rink. Ms. Quinn advises we received a drawing from RKR Hess, the project cost is about \$9,700. Dein Properties will allow the use.
Motion by Mr. Connors to table for later in the meeting, second by Mr. Abell. All in favor, Motion Carries.

New Business

11. Consideration to approve a bid for the replacement of the HVAC system at the Municipal Building. Ms. Quinn advises 3 bids were received September 13th from Barry Isett's office; the budget is \$105K; all 3 bids exceeded that amount; prior to Jennifer leaving we discussed re-bidding.
Motion by Ms. Kochanski to reject all bids and rebid for the replacement of the HVAC system at the Municipal Building, second by Mr. Lanfrank. All in favor, Motion Carries.
12. Consideration to approve a bid for Solar Compacting Trash Cans and Recycling Cans. Ms. Quinn advises 2 bids were received September 13th; the low bid was Big Belly Solar at \$208K, the funding source is an LSA Grant is for \$238K. Solicitor McDonald was reviewing the bid documents. Ms. Quinn will need to ask the Commonwealth to see if additional cans can be purchased.
Motion by Ms. Kochanski to approve a bid for Solar Compacting Trash Cans and Recycling Cans subject to review by Solicitor McDonald, second by Ms. McCabe. All in favor, Motion Carries.
13. Consideration to approve a Budget Transfer Resolution.
Motion by Mr. Abell to approve a Budget Transfer Resolution, second by Ms. Kochanski. All in favor, Motion Carries.
14. Consideration to approve a Resolution to Authorize the submission of a Multimodal Grant Application for sidewalk replacement, improvements to Bank Alley and Hood Alley, and to create a bike lane.
Motion by Mr. Lanfrank to approve a Resolution to Authorize the submission of a Multimodal Grant Application for sidewalk replacement, improvements to Bank Alley and Hood Alley, and to create a bike lane, second by Ms. Kochanski. All in favor, Motion Carries.

15. Consideration to approve a request from the Pocono Arts Council to conduct “Halloween on Main V” on Saturday, October 26, 2019 and for meter bags and the waiver of the associated fee. Mr. Connors inquired if there was interest in decorating Lower Main. Mr. Jody Singer was in attendance and is planning for 125 hay bales to extend through Lower Main. Mr. Abell advises if Mattioli funds are used it must only be between 5th and 8th Streets. Mr. Jody Singer has received a small grant in addition to Mattioli Funds.

Motion by Mr. Lanfrank to approve a request from the Pocono Arts Council to conduct “Halloween on Main V” on Saturday, October 26, 2019 and for meter bags and the waiver of the associated fee, second by Ms. Kochanski. All in favor, Motion Carries.

16. Consideration to approve a request from the Pocono Supper Club to conduct a free community event on Saturday, October 19, “Stroudsburg Harvest Festival”. Mike Abate will be present to discuss the proposed event. Mr. Mike Abate was in attendance and advises 200 free tickets will be given to Farmer Market guests seeking sponsorship. There will be dance, music and crafters.

Motion by Mr. Abell to approve a request from the Pocono Supper Club to conduct a free community event on Saturday, October 19, “Stroudsburg Harvest Festival”, contingent on receiving the certificate of insurance, second by Ms. McCabe. All in favor, Motion Carries.

Motion by Ms. McCabe to keep Monroe closed after the Farmers Market until 7:00pm, second by Mr. Weiss. All in favor, Motion Carries.

17. Consideration to approve a request from the LGBTQ Business Council of the Pocono Chamber of Commerce to hold a Pride Festival on June 7, 2020 and to place Pride Flags along Main Street during June 2020.

Motion by Ms. McCabe to approve a request from the LGBTQ Business Council of the Pocono Chamber of Commerce to hold a Pride Festival on June 7, 2020 and to place Pride Flags along Main Street during June 2020, second by Mr. Lanfrank. All in favor, Motion Carries.

18. Consideration to approve a request from the Pocono Family YMCA to conduct the Annual Scott Ewing Memorial 5K on November 17, 2019.

Motion by Mr. Weiss to approve a request from the Pocono Family YMCA to conduct the Annual Scott Ewing Memorial 5K on November 17, 2019, second by Mr. Lanfrank. All in favor, Motion Carries.

19. Healthcare Awareness Update from Dwayne Heisler, Campaign Coordinator of SEIU Healthcare PA. Dwayne Heisler from SEIU Lehigh Valley Hospital was in attendance along with Madeline Vasquez, Joe O’Shea and Ann Marie Ruggerio. Discussion about healthcare within the community.

- 53 worse out of 67 counties in health outcomes
- 15th highest opioid cases
- No Mental health
- Lack of Pediatric Care
- Need Specialty care
- Staff turnover
- No ratio between staff and patient, Senate Bill 450

20. Consideration to approve tree plantings and plaques in memory of two Stroudsburg Area School District alumni. Discussion ensued on location and payment.
Motion by Mr. Abell totable and reach out to the family for details, second by Mr. Connors. All in favor, Motion Carries.
21. Consider the application of Dan Lichty, as recommended for approval and issuance by the Historic Architectural Review Board, for exterior alterations and roofing at 211 North Sixth Street.
Motion by Mr. Abell to approve the application of Dan Lichty, as recommended for approval and issuance by the Historic Architectural Review Board, for exterior alterations and roofing at 211 North Sixth Street, second by Ms. Kochanski. All in favor, Motion Carries.
22. Committee Reports
- A. Codes Committee – Ms. Kochanski advises the Committee met Monday, Mr. Kimes and Solicitor McDonald are working on the Short-Term Residential Ordinance; Dumpster storage will be ready for October.
 - B. Budget Committee – Mr. Smith advises the Committee met and will meet again; we are hoping to finalize by November. We will have the millage rates early November.
 - C. Parking Committee – Ms. McCabe advises the Committee is meeting next Tuesday
 - D. Recycling Committee – No report
 - E. Sewer Committee – No report
 - F. Street Committee – Mr. Lanfrank advises the Committee met prior to tonight’s meeting and met with Mr. Jody Singer; we will do a test run at the Borough yard next Friday. If not this fall then we will wait until spring.
 - G. Personnel Committee – Mr. Connors advises the next meeting will be Thursday at 4:00pm, there are 2 items to discuss; Tristar contract for the Personnel search and Parliamentary Procedures and the Summary of Robert’s Rules.
 - H. Public Relations/Media Committee – No meeting
 - I. Redevelopment Committee – Mr. Abell advises the Committee is working to finalizethe commercial overlay, once complete we will bring to Council; it will also need to go to the County’s Planning Commission.
 - J. I-80 Expansion Task Force Committee–Mr. Connors advises we had some great meeting thanks to the Mayor. The meetings included government staff from the NE Region, a County Commissioner and the Mayor of Knowlton NJ who is working on a resolution to seek support from Municipalities. Mayor Probst advises the Knowlton area project is during the same timeframe and will create problems for the entire region. The next meeting is Tuesday at 600pm. We have crafted a response to Mario Scavello’s editorial.
 - K. Stroud Region Open Space and Recreation Commission–Mr. Weiss advises the Commission is looking for a Manager and is discussing the Summer Program.

23. Mayor's Report– Mayor Probst asked if the fencing is included in the ice rink. Mr. Ace will meet with Dein Properties and asked if there is an agreement to fix the sidewalk on S. 8th in lieu of the skating rink; Ms. Quinn will forward the email to Council. Solicitor McDonald recommends the Recreation Committee needs to determine the hours of operation.
Motion by Mr. Connors to refer to the Borough's Recreation Committee to work with Mr. Ace, second by Ms. McCabe. All in favor, Motion Carries.

Motion by Ms. Kochanski to appoint Ms. McCabe to the Committee, second by Mr. Connors. All in favor, Motion Carries.

Mayor Probst advises SARP will take record of all disturbing the peace calls, if it's a 2nd request, they must adhere. The County Commissioners are meeting tomorrow, there was a Downtown Business meeting last week; with the County not allowing parking on Quaker Alley due to expansion planning, it will affect our LERTA opportunity. The downtown businesses will go to tomorrow's meeting with me. The Mayor spoke to someone about Grants writing. Grant companies tend to want to work with the same person. Please consider Jennifer for Grant writing going forward.

24. Council Member Reports (1:40)

Ms. Kochanski – Ms. Kochanski is looking for a report from Mr. Smith Mr. Weiss on the conference they attended.

Mr. Lanfrank – No report

Mr. Weiss -Mr. Weiss spoke about the race track on Lower Main Street.

Mr. Smith – No report

Mr. Abell – No report

Mr. Connors -Mr. Connors asked if the traffic consultant could look into Lower Main changing to 2-way traffic.

Ms. McCabe – No report

25. Solicitor's Report– Solicitor McDonald advises there is an opening, possibly 2 on the Planning Commission; you must be a Borough resident to apply and at least 5 members must be citizen members, not elected or appointed members. Solicitor McDonald advises the Mayor would be eligible to apply to the Planning Commission. Solicitor McDonald advises the proposed Renewal Sub-Lease for the Little League ball field which is coming up for renewal 2022 was sent to Dr. Curry. Solicitor McDonald sent an Amendment to our Zoning Ordinance to address Short Term Residential Rentals and has looked at the model Ordinance from the County's Planning Commission. Solicitor McDonald has received feedback about permitting it in some areas and not in others; allowing Short Term Rentals for a percentage of time; if so, we need to define Exclusive Short-Term Rental vs Partial Short-Term Rental. This is a Zoning Amendment intended to identify and permit in certain zones. Currently it is not permitted in the R1, R-2 or R-3 Zones but permitted everywhere else. It's NO off-street parking and one off-street stall per bedroom. Solicitor McDonald received an Assessment Appeal through Court of Common Pleas.

26. Manager's Report–Ms. Quinn advises Jennifer submitted the LSA Grant application for the Ann Street Sewer Replacement Project and the Moving PA Forward Grant Application for the EV Charging

Stations on September 11th. Ms. Quinn advises there is a meeting with the Municipal partners (Stroud Township, Hamilton Township, Pocono Township and Stroudsburg Borough) of the Comprehensive plan tomorrow morning in Pocono Township to conduct interviews for a professional planner. Ms. Quinn advises she will be attending a PSAB conference on Thursday in Wilkes-Barre about budgeting and finance. Ms. Quinn advises there is a need for a member on the Shade Tree Commission and a PA licensed architect on HARB.

27. Code Enforcement Officer's Report– Mr. Kimes advises a sub-division plan for the Primrose Lot.
28. Street Superintendent's Report– Mr. Ace would like to waive the degradation fees for Queen from Phillips and Brown, Scott from 5th to 8th, Lee, Stokes, Bryant from Broad to Huston and Collins from Broad to Stokes for 2 years.
Motion by Ms. Kochanski to waive the degradation fee for Utilities from UGI and BCRA for 2 years on designated streets, second by Mr. Lanfrank. All in favor, Motion Carries.

Motion by Ms. Kochanski to set Halloween on October 31st from 6:00pm – 8:00pm, closing Scott and Thomas at 5th and 8th, second by Mr. Abell. All in favor, Motion Carries.
29. Approval of Bills on Warrants 190917.
Motion by Mr. Weiss to approve Bills on Warrants 190917 except the bill for the office renovation until Council tours the area, second by Mr. Lanfrank. All in favor, Motion Carries.
30. Public Input for Non-Agenda Items. Mr. Rick Hammond was in attendance to discuss the Blight Ordinance for 124 (Rear) Lee Avenue. Mr. Hammond has been working with Mr. Kimes, Mr. Stevens and Ms. Maier. Mr. Kimes advises we are taking steps and have been unsuccessful, the owners have been changing property ownership and the property is vacant. Mr. Kimes will speak to Mr. Stevens in the morning and will call Mr. Hammond. Solicitor McDonald advises the Borough would need a court order to go onsite. need recommendation and backup from the Borough's Engineer.

**Recess 9:15pm to view the reception area.
31. Executive Session. No Executive Session.
32. Adjournment
Motion by Ms. Kochanski to Adjourn at 9:30pm, second by Mr. Lanfrank. All in favor, Motion Carries.