

Grants Submitted

- DCED Local Share Account Solar Lights & Solar Trash Cans, \$239,730 Received, Go out to bid
- Hotel Tax 2019, Winterfest, Halloween on Main, First Saturday Art Walks, \$7,500 Received
- Hotel Tax 2020, Winterfest, Halloween on Main, First Saturday Art Walks, Halloween on Main, Snowmen of Stroudsburg, Annual Christmas Tree Lighting, \$27,200
- 2018-2019 Pennsylvania Partners in the Arts (PPA) Project Stream Summer Concert Series \$1,035 Received, Resubmitted for 2020, 6/18/19, \$2,500
- CDBG Oak, King and Queen Street, approximately \$103,500 Received
- Snowmen of Stroudsburg Mattioli Fund Grant \$8,000 Received
- MCTA Bike Posts \$10,000 Committed
- Driving PA Forward \$10,000 Dual EV Charging Station \$10,000 Received, Resubmit in 2020
- Wellness Grant \$1,000 Received, Resubmit in 2020 for Stress Reduction
- Mattioli Fund, LED Streetlights for Main Street \$5,500 Received
- Mattioli Fund, Tree Trimming \$4,500 Received
- KMIT Safety Grant - Eyewash/Shower and Exhaust Fan for DPW, \$2,500 awards 10/19, Resubmit in 2020
- NFWF, DWCF water filtration at Shale Pit, DPW Yard and Lot #5 for \$206,000, Resubmit in 2020
- DCED Multimodal Transportation Fund - \$1,078,326.00 Resubmit in 2019, 7/31/19 deadline
- DCED Greenways, Trails and Recreation, Pool Liner, Parking Lot, Pool Heater, A/C Unit - \$244,375 with Boro Match of \$43,125, Submitted 5/31/19
- Creative Communities, Partnered with Go Collaborative, 6/28/19, Borough Share \$2,500/year for 4 years

Additional Proposed Grants

- USDA Rural Development Loan/Grant for Paving Equipment - Meet with Nate Oiler
- ESSA Bank Foundation Pool House, thru Friends of Jacob Stroud
- DCNR Pool House 2020
- CDBG 2021, Featherman
- LSA Ann Street in conjunction with Stroud Township, Meet with Mike Chang and Stroud
- USDA Rural Utility Grant for South Stroudsburg Sewers, Low interest 40 year loan
- PENNVEST - Low interest loan, Ann Street sewer and paving project
- Firetruck - low interest loan and \$100,000 grant, 5 year projection, \$434,291 short in 2023, in 2026 there begins a negative balance in fire funds available of negative \$127,012, and in 2028 the fire funds are a negative \$428,828.
- Possible trail from I-80 Bridge, along Colbert to Huston to Collins
- Possible removal of Japanese Knotweed along creek behind High School and installation of trail to pedestrian bridge
- Possible trail from proposed multi-modal site to ESSA Bank Headquarters

Engineering Projects Completed

- BCRA Projected Sewer Flows submitted due 9/1 Annually
- Chapter 94 - Wasteload Mgmt Report, submitted by 2/28 to BCRA for PADEP 3/31 submission
- Sarah Street - Completed 2018
- Levee Culvert Lining - Completed 2018
- Levee Inspection - Completed 2018
- 2nd Street - Completed 2018
- Ann Street emergency sewer repair and metering 2018/19
- Glen Park Survey and Pump Track Layout - Completed 2018
- EV Charging Stations - 2019
- MS4 - Annual - Train students and staff 2019
- Resurface Basketball Courts at 3rd St. Park - 2019
- Front Lobby - In construction - Complete 2019
- Lease with SASD - 2019

New Engineering Projects

- Traffic Engineer Study, 5th Street - 2019
- 10 year projection of street repairs - Need Nate Oiler calculations
- 1st Street - 2019
- King, Queen and Oak Street - 2019
- I&I South Stroudsburg - Camera Sewers 2019 & 2020
- Street Light Fuse Replacements - 2019, 40 done, 250 remaining, use \$90,000 of \$137,000 to purchase LED lamps
- HVAC Borough Hall - 2019, Going out to bid
- Fire Alarm System Borough Hall - 2019, Going out to bid
- Pool Liner/Pool Parking Lot/Pool Heater/Air Conditioning Unit - 2019
- Renovate parking/code enforcement side of municipal building including egress- 2019
- Bank Alley Sewer Replacement, coordinate with Multimodal grant if received - 2020
- Ann Street Sewer - 2020
- Pool House Renovation - 2020
- Trail Gap, Colbert, Huston and Collins - 2020

Redevelopment

- Listed sites
- Mapped redevelopment sites
- Obtained tax value of properties if developed \$200,000
- Improved electric utility supply to downtown
- Met with redevelopers and realtors
- Prepared LERTA Ordinance, Met with County & School
- Attend Meetings with Redevelopment Committee

Next steps:

- **LERTA adoption**
- **Height ordinance**

DPW Director: Tripod, Mechanics Position,
Basketball Courts and Street Lighting

Construction Official: Ticketing Hardware and
Software

Liaison to:

- ▶ Agencies: PennDot, DCED, Pocono Mountains Visitors Bureau, BWA, Stroud Sewage Authority, MCTA, DEP, EPA, Pocono Arts
- ▶ Attorneys: Greg Kunkle, Joe McDonald, Tom Heimbach, Ralph Matergia
- ▶ Businesses: YMCA, Downtown Business Owners, Farmer's Market
- ▶ Contractors: Johnson Controls, Rich Lally, Strauser Nature's Helpers, SuperHeat
- ▶ County: Commissioners, Planning, Court, Tax Assessor, Infrastructure Planning Committee
- ▶ Engineers/Architects: RKR Hess, Traffic Planning and Design, Barry Isett, Schoonover/Vanderhoof
- ▶ Finances: Tom Josiah Accountant, Concord Public Financial Advisors, Ron Bittner, Kirk Summa CPA, ESSA Bank
- ▶ Health Insurance: PMHIC (Benecon)
- ▶ High School - Cosmas Curry
- ▶ Loan: PennVest
- ▶ Regional Organizations: BCRA, HSPS, SARPC, SROSRC, Monroe County Municipal Waste Management Authority, Suburban EMS
- ▶ Shared Service: Stroud, East Stroudsburg
- ▶ Utilities: Roger Heasley MetEd, PPL, BCRA, UGI

Borough Meetings Attended

- ▶ HARB
- ▶ Shade Tree
- ▶ I-80 Task Force
- ▶ Parking Committee
- ▶ Streets Committee
- ▶ Recycling Committee
- ▶ Council Meetings
- ▶ Redevelopment Committee
- ▶ SARPC
- ▶ Codes Committee
- ▶ Personnel Committee
- ▶ Downtown Business Owners
- ▶ HSPS
- ▶ Pension Committee

Personnel

- ▶ Hep B Shots
- ▶ CPR/AED/First Aid Training
- ▶ Excel Level 1, 2 & 3
- ▶ Word
- ▶ Publisher
- ▶ Personnel Manual Update
- ▶ Time Keeping
- ▶ Rental Property Inspection Mgmt. Program
- ▶ 2019 Budget Prep
- ▶ Hired summer interns
- ▶ Human Relations Training
- ▶ Pension Issue Correction
- ▶ MS4 Training
- ▶ Active Shooter Training
- ▶ Personnel Reviews
- ▶ Wellness Program
- ▶ KMIT Action Plan for Employee Safety
- ▶ Confined Space Training and Meter Use
- ▶ Comprehensive Plan Workshop
- ▶ Interviewed for DPW Position
- ▶ Stop the Bleed Training
- ▶ AFLAC
- ▶ Blood Born Pathogen training
- ▶ Safety Manual
- ▶ Ice and Snow Manual
- ▶ Union Arbitration
- ▶ Prepared Borough Manager Job Description
- ▶ PSAB Training
- ▶ Clarify “Retirement” in Personnel Manual

Communication

- Newsletter
- HSPS Survey Monkey
- Speaking to Pocono Record, TV and Radio
- Send notifications for Facebook and Website
- Flyers
- Respond to complaints regarding paving, trees, speeding, stop signs
- New website
- Borough Manager's Report

Miscellaneous:

- 2019 Budget Preparation
- Prepared construction drawing for pool liner, ev charging station electric and pool house
- Lobbied MetEd & distributed 600 flyers
- Made Little Sarah and Barry Street one way
- Provided parking garage passes to the police
- Reviewed and edited drawings, and contract prepared for SARPD roof
- Interlocal agreement for Comprehensive Plan
- Hired Park Caretaker
- Shared Service Agreement with E. Stroudsburg for their Quik Kut Mower and our camera truck
- Went paperless at council meeting
- Served on SARPC Budget Committee and Pension Board
- Hired new health officer
- Purchased new Peterbilt from Stroud with shared service agreement for camera truck
- Hired Accountant
- AECOM meeting re: I-80 and correspondence
- Had wood furniture refinished
- Worked with Go Collaborative on Snowmen locations
- 3rd Street “Grow and Give Garden”
- Increased bank interest on accounts
- Reviewed HARB Guidelines with Ken Lang
- Renovated administrative offices

Ordinances

- Grease Ordinance - Completed
- Vacant and Abandoned - Completed